

# **Lumbini Buddhist University**



## **Regulations Governing Doctor of Philosophy (Ph.D.) Degree Program**

**2024  
Lumbini, Nepal**

## **Preamble**

The Doctor of Philosophy (Ph.D.) Program) of Lumbini Buddhist University (LBU) is intended to contribute to the nation and the world through the advancement of research-based higher-level knowledge and skills addressing philosophical and empirical issues at local, regional, national, and global levels and thereby support for sustainable development of the country by producing qualified and competent human resources and ensure market-driven employment.

The Degree of Doctor of Philosophy (Ph.D.) is awarded to a candidate who has submitted an original thesis prepared through independent research as per these regulations in any particular subject/ discipline of Buddhism or involving more than one discipline (inter-disciplinary) that contributes to the advancement of knowledge and which is approved by the Ph.D. Research Management and Monitoring Committee constituted under these regulations.

The Ph.D. Research Management and Monitoring Committee regulates and governs the Ph. D. Program. The Ph.D. Research Management and Monitoring Committee frames its necessary working procedures in compliance with the existing rules and regulation and Act of the LBU.

### **1. Title and Commencement**

- 1.1 These regulations shall be called the Regulations Governing Doctor of Philosophy (Ph.D.) Degree Program in Lumbini Buddhist University.
- 1.2 The Regulations Governing Doctor of Philosophy (Ph.D.) Degree Program in Lumbini Buddhist University shall govern the Ph.D. programs carried out by different faculty of the university and be applicable to those candidates who want to peruse their Ph.D. in the Lumbini Buddhist University.
- 1.3 These regulations shall come into force immediately after the approval of the Academic Council of LBU.

### **2. Definitions**

In these Regulations, unless the context otherwise requires;

- 2.1 "Academic Council" means the Council constituted as per the provision of the Lumbini Buddhist University Act, 2067 B.S.
- 2.2 "Campus" means constituent campuses, affiliated campuses of the Lumbini Buddhist University or any other campuses of other University.
- 2.3 "Candidate"/ "Student" means the eligible scholar who intends to enroll or enrolled or registered in the Ph.D. program of the Lumbini Buddhist University.
- 2.4 "Dean" means the Dean of different faculty constituted as per the Act of the Lumbini Buddhist of the University.

- 2.5 "Degree" means the degree of Doctor of Philosophy (Ph.D.)
- 2.6 Ph. D. Program Director refers to the authority assigned to manage the Ph.D. program of LBU under Vice-Chancellor.
- 2.7 "Ph.D. Program Office" means the office under the office of the Vice-Chancellor to run Ph.D. program of the university in coordination with the concerned Faculty Dean.
- 2.8 "Ph.D. Research Management and Monitoring Committee" means the committee formed under this these regulations.
- 2.9 "University" means the Lumbini Buddhist University established as per Lumbini Buddhist University Act, 2067 B.S. (2006 AD).
- 2.10 "Vice-Chancellor" means the Vice-Chancellor appointed as per the Act of LBU.

### **3. Eligibility Criteria/Requirements for Admission / Registration**

- 3.1 Candidates for the admission/ registration shall be eligible to proceed to do research work leading to the Ph. D. degree who have a Master's degree in any discipline or its equivalent professional degree or monastic degree recognized by LBU, with at least second division and 50% marks in aggregate or its equivalent letter grade 'B' or an equivalent grade '3' in a 4-point scale. Additionally, they must fulfill the criteria of the Higher Education Qualification Framework.
- 3.2 Applicants must have three research journal articles published in the concerned subject, out of which one article should have been written in related subject linking with Buddhism.
- 3.3 The Ph. D. Program Office of LBU shall publish notice for the admission/enrollment in the Ph. D. program of the university in coordination with the concerned Faculty Dean. Admission procedures and entrance examination will be as per the rules of LBU.
- 3.4 The candidates shall have passed the entrance examination and interview as per the rules of LBU.
- 3.5 The university operates 31 Credit Hours Ph.D. Course Work to facilitate the Ph.D. candidates. The candidates who have enrolled in this course and complete successfully can submit his/her Ph.D. thesis after two years of the enrollment in the Ph. D. course work. However, the candidates who have enrolled but cannot compete successfully in the Ph.D. course work can submit his/her Ph. D. thesis only after three years of enrollment in the Ph. D. program.

### **4. Ph.D. Course Work**

- 4.1 The candidate eligible to enroll in the Ph. D. Program of LBU has to get admission and take the Ph. D. Course Work of 31 Credit Hours designed by LBU within in first two semesters of enrollment in Ph. D. Program. The description of the course is as follows:

Total Credits 31 Cr.

### **First Semester**

Course Title:

- |                                   |       |
|-----------------------------------|-------|
| i) Research Methodology (General) | 3 Cr. |
| ii) Research Philosophy           | 3 Cr. |
| iii) Buddhist Studies-I           | 9 Cr. |
| iv) Seminar-I: (Buddhism)         | 2 Cr. |

### **Second Semester**

Course Title:

- |   |       |
|---|-------|
| i) Research Methodology (Advance):<br>( <i>Quantitative and Qualitative with Statistical Applications</i> ) | 3 Cr. |
| ii) Buddhist Studies-II   | 9 Cr. |
| iii) Seminar-II (Ph.D. Title Related)   | 2 Cr. |

*Note: The detail syllabus for the Ph.D. Course Work shall be designed and conducted by the concerned Office of the Faculty Dean and the Seminar shall be organized by Ph. D. Program Office with the coordination of concerned Faculty Dean Office. The candidates should prepare the seminar paper as per the Format given in the Appendix: D*

- 4.2 The candidate who intends to obtain the certificate of the Ph.D. Course Work must appear in the examinations of the Course Work.
- 4.3 The classes of this Course Work can be organized in virtual and physical basis.

### **5. Qualification of Ph.D. Supervisor (s) and Co-supervisor (s)**

- 5.1 The supervisor or co-supervisor of the Ph.D. candidate shall be selected by the student and supervisor or co-supervisor through mutual agreement and appointed by the chair of the Ph.D. Research Management and Monitoring Committee.
- 5.2 The supervisor should have worked at the level of Professor, Associate Professor/Reader, or held an equivalent position in the university or other universities.

**6 Schedule for Ph.D. Enrollment:** The Ph.D. Program Office constituted under the Vice Chancellor shall offer an annual intake for Ph.D. enrollment, and it will be announced in an official notice with the coordination of the concerned Dean.

### **7. Composition and Role and Responsibilities of Ph.D. Research Management and Monitoring Committee:**

- 7.1 There shall be a Ph.D. Research Management and Monitoring Committee constituted under the chairmanship of Vice-Chancellor as given below:

- |                   |              |
|-------------------|--------------|
| • Vice-Chancellor | Chair Person |
| • Registrar       | Member       |

- Concerned Dean Member
- Research Centre Director of LBU Member
- Two professors working as a faculty of research Member
- Three professors from concerned faculty experts Member
- Supervisor & co-supervisor (Only time of viva) Member
- Experts internal and external appointed by VC (Only time of viva) Member
- Ph. D. Program Director Co-Member Secretary
- Dean of Faculty of Buddhist Studies Member Secretary

7.2 The Ph.D. Research Management and Monitoring Committee shall be responsible for the academic evaluation and review of Ph.D. candidates, making necessary decisions related to their selection for the Ph.D. program. Furthermore, the committee will review, monitor, and evaluate the Ph.D. candidate's work, ultimately granting final approval for the submission of the Ph.D. thesis.

7.3 After the final evaluation of the Ph.D. thesis, the committee shall submit the results to the examination office of LBU to facilitate the necessary arrangements for conferring the Ph.D. degree upon the respective candidate.

## **8. Enrollment and Registration in Ph.D. Program**

- 8.1 The candidate who is interested to enroll in the Ph.D. Program of LBU shall apply to the Ph.D. Program office according to the given notice along with the proposal as per the format given in the Appendix: A
- 8.2 The Ph.D. Research Management and Monitoring Committee shall evaluate the research proposal and application of the Ph.D. candidate. The candidate shall have to defend the proposal to justify that he/she possesses adequate knowledge in the field of study proposed for the Ph.D. research. The candidates for the registration in the Ph.D. Program of LBU are selected on the basis of merits criteria as specified in the Appendix: B
- 8.3 The candidate has to submit progress report of the Ph.D. Work to the Ph.D. Program office in every six months with the approval and recommendation of the concerned supervisor/co-supervisor.
- 8.4 Normal period for the completion and submission of Ph.D. thesis is two to five years. Ph.D. Research Management and Monitoring Committee shall re-register the candidate in the Ph.D. Program in the same title, if Ph.D. Research Management and Monitoring Committee is satisfied with the case specified by the candidate in his/her application for the re-registration and the recommendations of concerned supervisor by charging penalty fees decided by the Ph.D. Research Management and Monitoring Committee.
- 8.5 If the candidate fails to submit the thesis during this specified period, she/ he has to go for one-year extension for the submission of the thesis. If the candidate could not submit the thesis even within the extended period, the candidate has to go the process of re-registration with the recommendation of the supervisor by submitting at least three chapters but not more than one year otherwise their Ph. D. thesis will be cancelled.

- 8.6 The title of Ph. D. thesis shall be provisional at the time of registration. It can be finalized within before the six months of submission of the Ph.D. thesis. However, it should be approved by the concerned Ph.D. Research Management and Monitoring Committee of LBU based on the recommendation from concerned Supervisor.
- 8.7 LBU can cancel the candidate's Ph.D. registration in any time if the Ph.D. work progress of the candidate has been found unsatisfactory and the candidate has violated any norms, rules and regulations and decisions of LBU.

## **9. Supervision of Ph.D.**

- 9.1 Responsibility of the supervisor/co-supervisor shall be to guide the candidate in Ph. D. research work, check the thesis and recommend for examination, pre-viva and final-viva to Ph.D. Research Management and Monitoring Committee.
- 9.2 If a candidate files an application to Ph.D. Research Management and Monitoring Committee to change his/her supervisor showing a genuine reason, the committee can entertain the application.
- 9.3 In case of a difference arising between a candidate and his/her supervisor/ co-supervisor and other matters viz. transfer of supervisor, health problem, etc. the Ph.D. Research Management and Monitoring Committee can take appropriate decision.

## **10. Evaluation of Thesis**

- 10.1 The Ph.D. Research Management and Monitoring Committee shall ask the supervisor to submit a minimum of three names of experts in the related subject as a panel of thesis examiners. The same should be forwarded to the Vice Chancellor by Ph. D. Program Director.
- 10.2 The thesis shall be sent to two examiners appointed by the VC. The examiners may recommend on the format that the thesis be accepted for the award of Ph.D. Degree or that the thesis be rejected or that the thesis be allowed to be resubmitted with improvements as suggested by the examiners.
- 10.3 If there is a difference of opinions among the examiners regarding the acceptance of the thesis, the following arrangements shall be made for the final decision:
  - (a) If two out of one examiner reject the thesis, the thesis will be rejected.
  - (b) If one examiner rejects the thesis, it will be referred to a new examiner for final decision.
  - (c) In case any examiners suggest that the thesis be allowed to be resubmitted with improvements or revisions, the candidate will be asked to make the necessary improvements and revisions according to the suggestions made by the examiner(s).
  - (d) The thesis must be resubmitted if so, recommended by the examiner assigned by VC.
  - (e) A revised thesis must be resubmitted by the candidate within six months from the date of the information. The revised thesis shall reach to the Ph.D. Research Management and Monitoring Committee accompanied by the

examination fee within two weeks of the time allowed for the thesis submission.

- 10.4 Once the thesis is accepted, the candidate has to defend his/ her Ph.D. work in the public and open oral examination (viva-voce) conducted by the Ph.D. Research Management and Monitoring Committee which comprising with Vice Chancellor.
- 10.5 If the selected external examiner appointed to conduct the oral examination (viva-voce) is unavailable, the Vice Chancellor may appoint another examiner to conduct the oral examination (viva-voce) on given time.
- 10.6 The report of the examiners on the thesis, the examiner conducting oral examination (viva-voce) and the decision of Ph.D. Research Management and Monitoring Committee shall be finally considered for the award Ph.D. Degree to the candidate and forward it to concerned Dean and examination office of LBU for further process of Ph.D. Degree award to the candidate.

## **11. Ethical Issues**

The Ph. D. candidates should maintain all the ethical issues pertinent to research. While collecting or using the data and information, the candidates are required to fulfil ethical norms and values of a research.

## **12. Ph.D. Thesis Format and Other Requirements for the Submission of Thesis**

- 12.1 On completion of the Ph. D. research work, the candidate must submit four draft copies of neatly computer-printed spiral bound thesis, four copies of its summary and a soft copy of the thesis and summary in a prescribed format of LBU with approval by supervisor/ co-supervisor. The format of the thesis is given in the Appendix C.
- 12.2 While submitting the draft thesis and its summary, the candidate shall submit a declaration in writing in thesis through the supervisor to the effect that:
  - (a) He/she has not submitted the thesis to any other institute, and
  - (b) The thesis submitted by the candidate is the work of his/her own and is not on the basis for which the Ph. D. Degree has been already awarded by any other University/Institute.
- 12.3 The thesis submitted for examination shall satisfy the following requirements:
  - (a) The thesis must render some substantial contribution to knowledge and show evidence of originality through the discovery of new facts and findings, the exercise of independence and critical power in interpretation of facts and theories, or the new interpretation of facts and theories.
  - (b) It must also be satisfactory in terms of its language and presentation. The thesis must be written in English Nepali and language.
  - (c) The hard-bound copies must be submitted to Dean's office after final viva-voce.
- 12.4 The candidate must publish and submit seminar papers at least three related articles in peer reviewed journal in national /international seminars/conferences.

The journals shall be listed and indicated by the University. Among these three articles, two should be co-authored with the assigned supervisor. This publication process can be initiated after supervisor is nominated and ought to be completed before final defense takes place. The researcher can request for defense by presenting the acceptance letter, once the publication is accepted, if the publication time span shall be relatively longer.

12.5 The Ph. D. candidate should obtain plagiarism clearance certificate before the submission of Ph.D. thesis.

### **13. Attendance**

The Ph.D. students involved in the Ph.D. Course Work must regularly present in the classes of the Course Work. The students who fail to maintain less than 80% of the total class days of the Course Work must present in the concerned subject/ topic class(es) organized for next batches as recovery classless. The candidate should contact the supervisor regularly. The report of the contact with the supervisor should be presented by the Ph.D. student while submitting his/her periodic progress report with the endorsement of the supervisor.

### **14. Ph. D. Scholarship Program**

The Ph.D. program at Lumbini Buddhist University is committed to develop individuals who want to be the best in the fields of Buddhism and related fields, as well as other knowledge domains, via teaching, and research. LBU's goal is to foster a community of scholars committed in the advancement of knowledge in the Buddhist philosophy and make a positive impact on the academic environment by offering opportunities, support and scholarship to the students including Ph. D. Program. The program is expected to encourage students into research, which will be crucial in improving the overall quality of Buddhist education in the long run. The scholarship program will be managed by the University.

### **15. Fee Payment Scheme for the Candidates**

The amount of the total fees and its procedure and payment schedule will be notified during the enrollment in the Ph. D. Program.

### **16. Ownership of Intellectual Property**

Concerned Faculty of LBU preserves the intellectual property right on the doctoral research work of the candidate enrolled in the Ph.D. program of LBU. However, the Ph.D. Research Management and Monitoring Committee may grant permission to the candidate to publish the thesis or any part of the thesis. The candidate shall be given a copy of each examiner's report upon request, at the completion of the examination process. It is policy of the LBU that the results of Ph.D. research should be published and made generally it public.

#### **Exception**

Notwithstanding anything in this by law, the decision of the Ph.D. Research Management and Monitoring Committee shall be final in the case of any dispute over interpretation or for any unforeseen situations that arise and are not covered by these regulations.



**Appendix: A**  
(Format of Cover Page)

**Title of the Thesis Proposal**

**Submitted By:**

**Name: - ..... (Name)**

**LBU Registration No: - 1-BS-E-00..... 20.....**

**Faculty of Buddhist Studies.....**

**A thesis proposal is submitted to the Dean, Faculty of Buddhist Studies/....., Lumbini Buddhist University, as a requirement for the fulfillment of the Degree of Doctor of Philosophy (Ph.D.)**

**Month ...Day, Year...**

**Lumbini, Nepal**

# Contents of Thesis Proposal

Contents	Page
<i>Executive Summary</i>	
<b>Chapter: 1</b> ( <i>Boldface, 14 Font Size</i> )	
<b>Introduction</b>	1
1.1 Background of the Study ( <i>Normal, 12 font size</i> )	2
1.2 Statement of the Problem	
1.3 Objectives of the Study	
1.4 Research Hypothesis Formulation or Research Questions of the Study	
1.5 Significance/ Rational of the Study	
1.6 Operational Definitions	
1.7 Limitation/Delimitations of the Study	
1.8 Organization of the Study/ Chapters Outlines	
<b>Chapter: 2</b> ( <i>Boldface, 14 Font Size</i> )	
<b>Literature Review</b>	
2.1 Conceptual Review ( <i>Normal, 12 font size</i> )	
2.2 Theoretical Review/ Theoretical Underpinning	
2.3 Empirical Review	
3.4 Review in the context of Nepal	
3.5 Conceptual/ Theoretical Framework	
3.6 Research Gap	
3.7 Concluding Remarks	
<b>Chapter: 3</b> ( <i>Boldface, 14 Font Size</i> )	
<b>Research Methodology</b>	
3.1 Research Design ( <i>Normal, 12 font size</i> )	
3.2 Nature and Sources of Data	
3.3 Population and Sample	
3.4 Data Collection Procedures/ Instruments	
3.5 Data Analysis Tools	
3.6 Data Reliability and Validity	
3.7 Model Specification and estimation (if any)	
<b>Chapter 4: Discussion and Analysis</b>	
Subchapters should be consistent with objectives.	
<b>Chapter 5: Findings, Conclusion and Recommendations</b>	
<b>Reference/ Bibliography (APA 7<sup>th</sup> edition/ MLA 9<sup>th</sup> edition)</b>	
<b>Appendixes</b>	

**Appendix: B**  
**Candidates Selection Evaluation Scheme/Criteria**

All the proposals will be evaluated to a maximum score of 100 on the base of the following criteria, whose detail is given in Table 1:

- i. M.Phil. Degree (5%)
- ii. Master's Degree score (10%)
- iii. Entrance Score (10%)
- iv. Publications (10%)
- v. Proposal Evaluation (40%)
- vi. Oral Presentation (Proposal Defense) (20%)

**Table 1: Evaluation of the Application for the Ph.D. Candidates**

S.N.	Indicator	Weightage
1.	<b>M.Phil. Degree Score</b> Required minimum GPA of 3.2 (or minimum 50% in aggregate) Score = GPA x 10/4 (or, Score = Secured percentage x 10/100)	5
1	<b>Master's Degree Score</b> Required minimum GPA of 3.2 (or minimum 50% in aggregate) Score = GPA x 10/4 (or, Score = Secured percentage x 10/100) <i>Note: No additional score will be provided for any other degree.</i>	10
2	<b>Entrance Score</b> Score = Secured number x 10/50 (Or, Score = Secured percentage x 10/100)	10
3	<b>Publications Scoring Guideline:</b> Peer Reviewed Journals <i>*ISSN or e-ISSN needed / as per LBU criteria</i> <b>Note:</b> <i>In case of multi-authored article, the first author and the corresponding author get the full mark, and all other authors get half of the full mark. No any scores are provided for non-peer reviewed articles.</i>	15

4	<p><b>Thesis Proposal Evaluation</b></p> <p>Scores and basis for evaluation:</p> <p><b>Title</b> (2) (The title must be concise, complete and reflect exactly the proposed study project)</p> <p><b>Introduction / Research Background</b> (4) (The proposal must clearly introduce the research problem being investigated, objectives, research hypothesis, justification, novelty, limitations, and scope of the study)</p> <p><b>Literature Review</b> (8) (The proposal must clearly cite on which earlier findings it is based. Literature review must be relevant, inclusive and well updated justified by reliable standard references in the field of study.)</p> <p><b>Research Methodology</b> (15) (The proposal must clearly explain the research methodology and how it may lead to innovative ideas in the relevant field. Why this methodology is appropriate? What are its limitations and delimitations? Provide justifications of the research techniques, methods, procedures, etc.)</p> <p><b>Expected Findings</b> (5) (The proposal must clearly state the expected key findings, and that must be consistent with the title, objectives, and methodology. Also, the expected contribution in the field of study must be provided.)</p> <p><b>References, Language and Writing Style</b> (6) (References must be reliable (from verified Journals), all cited in the text and in the list of references, written according to the prescribed format. At least one-third of the Journal listed in the reference should be of last 10 years. The overall writing must follow standard scientific norm.)</p>		40
5	<p><b>Oral presentation (Proposal Defense)</b></p> <p><b>Quality of the Presentation</b> (5) (Presentation quality/organization of the slides, fluency, body language, time management)</p> <p><b>Q/A session</b> (5) (Response to the queries, clarity,</p> <p><b>Competence of the Candidate</b> (5) (Depth of the knowledge of the subject, understanding of the importance of research, skills in methodology, analysis, and technical, enthusiasm)</p> <p><b>Quality of the Research Proposal</b> (5) Research title is specific and clear, problem and objectives are academically interesting, adequate, and achievable, research methodology is well presented and is appropriate for the study, tables,</p>		20

	<p>charts and figures are well described and expected results are clearly defined</p> <p><b>Note:</b> <i>FRC representative will evaluate Quality of the presentation, Expert will observe and evaluate Q/A session, and the last two is for the subject expert.</i></p>		
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## Appendix: C Format of Ph.D. Thesis and its Components

### Length

Preferably in between 250 to 350 pages including all pages of the thesis.

### Printing

- (a) High contrast laser printing (single sided printing only)
- (b) Good quality of white bond paper of A4 size (210 mm × 297mm)
- (c) Photocopy is not acceptable.

### Type Face and Font Size

- (a) Must be written in **Times New Roman**.
- (b) The font size should be 12 points throughout the text including page numbers except other things mentioned in some preliminary pages.
- (c) The font size for headings should be 12 (boldface) for subheadings.
- (d) The scientific/philosophical names should be in italics.
- (e) Equations and formulae should be preferably typed in 10- or 12-point font size.

### Tables and Figures

- (a) The Table number and heading should be placed above the body of the Table.
- (b) The Figure number and the caption should generally be placed below the Figure except for some constraints for the software generated figures.
- (c) The text font size in the Table and Figure should be 10 and font is Times New Roman in Italic.

**Example: Figure 1 (Bold).....** (Title: Not bold) .....

**Table 1 (Bold):** ..... (Title: Not bold) ..... Figure and Table numbering must be continuous throughout the thesis.

### Margin

- (a) Top, right hand, and bottom margins: 1 inch
- (b) Left hand margin: At least 1.5 inches so that binding should be accommodated
- (c) Page numbers must be at least 0.5 inch from the lower edge of each page.
- (d) The text should be justified.

### Spacing

- (a) Spacing throughout body of text: 1.5 spacing.
- (b) Spacing for references: 1.0 spacing within each entry but double spacing *between* each entry.

- (c) Spacing for Table of Contents, List of Tables, List of Figures or Illustrations, and Lengthy Tables: 1.5 or even single spacing may be used.

## **Banding**

- (a) Good quality of hard binding (in black color and printed with golden ink) is required.
- (b) The following information must be printed on the spine of the binding:
- ✓ Title (the student should provide a shortened version if necessary)
  - ✓ Author's last name
  - ✓ Year of submission of the thesis
  - ✓ There should be printed Spine and Corner Bumps in the hard cover of the thesis.

## **Pagination**

Every page in the thesis has a number except chapter heading page.

For the preliminary pages (such as *Declaration, Certificate of Approval, Table of Contents, List of Tables, List of Figures, List of Abbreviations & Symbols, Executive Summary etc.*), use small Roman numerals (i, ii, iii, iv, v...). These may be placed at the bottom of the page. Count the inner cover page as page i and the other pages such as declaration, certificate of approval, dedication page (if any) ii, iii, iv, etc., *but do not print the page number on inner or cover page. Print the page numbers from "Declaration".*

- (a) For the text, use Arabic Hindu numbers (1, 2, 3, 4, 5...) starting with page one (the first page of the text, i.e., Chapter 1).

### **Sub Unit in the Contents**

- (a) Subunits of the contents should be as follows:

**1.**

**1.1**

**1.1.1**

**1.1.1.1**

Page numbers can be at the center bottom and should be at least half an inch from any edge of the paper to avoid loss when the thesis is trimmed. Since page numbers are used to demonstrate that the thesis is complete, every page must be consecutively numbered, including the pages containing Tables, Figures, Graphs, Illustrations, and References/Bibliography/work Cited.

## **Photographs**

The clear with high resolution (at least 300 pixel/inch) photographs should be used wherever necessary.

- (a) Color photos with RGB (at least 500 pixel/inch in glossy paper) are recommended.

## **Use of Color**

All color plots, graphs, topography, etc. should be printed in color in all copies.

- (a) Color graphics can be used when appropriate. However, all copies of the thesis must be identical.

## **Language**

- (a) Thesis should be written in English or Nepali language.
- (b) Presentation of thesis in Viva-Voce examination should be conducted in English or Nepali medium.

## **Reference and Citation**

The references should be arranged alphabetically with chronological order based on American Psychological Association (APA latest edition) format and Modern Language Association (MLA latest edition). However, there should be complete consistency and uniformity throughout the thesis.

## **Sample Pages of Ph.D. Thesis of LBU**

LBU has prescribed the following guidelines and format of Ph.D. thesis to maintain the uniformity of Ph.D. work and preparing Ph.D. thesis carried out in different Faculties of LBU. It is the responsibility of concerned person and unit to strictly follow the guidelines and maintain the prescribed format of the Ph. D. Thesis.

### **Preliminary Pages**

- i. Cover Page
- ii. Blank Page
- iii. Inside Cover Page
- iv. Recommendations
- v. Letter of Approval
- vi. Declaration
- v. Acknowledgement
- vi. Table of Contents
- vii. List of Tables
- viii. List of Figures
- ix. List of Abbreviations and Acronyms
- x. List of Symbols (if any)



xi. Executive Summary

**Format of Ph.D. Thesis (Cover Page)**

**Title of the Thesis**

**Submitted By:**

**Name: - ..... (Name)**

**LBU Registration No: -**

**Faculty of ....**

**A thesis is submitted to the Dean, Faculty of ..., Lumbini Buddhist University,  
as a requirement for the fulfillment of the Degree of Doctor of Philosophy  
(Ph.D.)**

**Month ...Day, Year...**

**Lumbini, Nepal**

**Declaration**

*(Bold, Font size: 16)*

This thesis entitled “.....” which is being submitted to the Dean, Faculty of ....., Lumbini Buddhist University, Nepal for the award of the Degree of Doctor of Philosophy (Ph.D.), is a research work carried out by me under the supervision of Prof. Dr..... of....., Lumbini Buddhist University/ ..... and Co-supervised by Prof. Dr..... .  
.....

This research is original and has not been submitted earlier in part or full in this or any other form to any university or institute, here or elsewhere, for the award of any degree.

*Times New Roman, Font size:12*

(Signature)

Name of research scholar]

*Times New Roman, not bold, Font size:12*

## **Recommendations**

*(Bold, Font size: 16)*

This is to recommend that (official name of research scholar) .....has carried out research entitled “.....” for the award of Doctor of Philosophy (Ph.D.) in ..... under my/our supervision. To my /our knowledge, this work has not been submitted for any other degree.

He/ She has fulfilled all the requirements laid down by the Faculty of Buddhist studies (FOBS), Lumbini Buddhist University, Lumbini for submitting the thesis/dissertation for the award of Ph.D. Degree.

*(Times New Roman, Font size: 12)*

(Signature)

.....  
Name of Supervisor (Designation.....)  
Lumbini Buddhist University, Lumbini, Nepal  
*(Times New Roman, no bold, Font size: 12)*

(Signature)

.....  
Name of Co-Supervisor (if any) Co-Supervisor (Designation .....)  
Lumbini Buddhist University, Lumbini, Nepal  
*(Times New Roman, no bold, Font size: 12)*

Date: [Month, Day, Year]  
*(Times New Roman, Font size: 12)*

**(This content should be in Letter Head of Concerned Faculty of LBU)**

**Letter of Approval**

*(Bold, Font size: 16)*

[ Date: Day/Month/Year]

Times New Roman, Font size: 12

On the recommendation of Prof. Dr. (official name of supervisor/co-supervisor (if any) .....), this Ph.D. thesis submitted by (official name of research scholar) .....entitled.....  
“.....” is forwarded by Research Committee to the Dean, Faculty of ..., Lumbini Buddhist University.

(Signature)

Professor.....  
Name of the Head of Faculty of Buddhist Studies  
Lumbini Buddhist University Lumbini, Nepal  
*(Times New Roman, Font size: 12)*

**Acknowledgement**  
*(Bold, Font size: 16)*

Text: 12 points font size

Page size: Not more than 2 pages in justified form

.....  
(Name of Research Scholar)  
Month/Year  
*(Times New Roman, Font size: 12, Normal)*

## Tables of Contents

*(Font size – 16, Bold faced letter)*

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**Reference/ Bibliography/Work Cited (Latest edition of APA/MLA)**

**Appendix: Scientific Publication, Questionnaires, Long Computational Algorithms etc. (if any necessary)**

**Note:** *Ph.D. thesis for some of the areas, such as statistics and econometrics may not fit the abovementioned patterns, for such situations, the body part of the thesis should be of having the following order: (Introduction, Literature Review, Materials and Research Methodology, Results and Discussion, Summary, and Conclusion, and Recommendation for Further Work).*

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## **List of Abbreviation and Acronyms**

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### **Example:**

*(Text: 12 Points Font Size)*

CRC : Central Research Committee

FRC : Faculty Research Committee

LBU: Lumbini Buddhist University

## **List of Symbols**

*(Font size – 16, Boldface,)*

### **Example:**

*(Text: 12 Points Font Size)*

$\Sigma$  : Summation  
 $\alpha$  : Alpha

## **Implementation of Seminar Series Course**

Ph. D. seminar courses should be introduced to provide students with diverse exposure to additional and emerging areas of Buddhist philosophy/concerned subject philosophy. These courses will be structured as seminars, featuring one-week extensive classes focused on specific topics. During this week, students will be exempted from other courses to fully engage in the seminar experience. The initial set of courses is outlined by Ph.D. Program office. Each student is required to choose two seminars, each carrying two credit hours. The seminar courses are offered for Semester-I, Semester-II. The implementation details are as follows:

### **Implementation Procedure**

The Ph.D. Program office has to recommend the name of seminar facilitator to the concerned Faculty of Dean along with the resume of the seminar facilitator for the purpose of designing and operating the seminar course(s). On the approval of the Concerned Faculty of the Dean as designer and operator of the seminar course, the seminar facilitate has to prepare detail syllabus, program and procedure of conducting seminar and get permission from the concerned Dean to implement the seminar course(s). Students will be given one-week extensive classes on focused topic on Philosophy. This week will be kept free from other courses for students. Finally, student has to prepare a paper in his/her topic assigned by the concerned faculty/seminar facilitator. The size of the paper of should in of maximum 2000-2500 words or in between 15 to 20 pages in length. It should be presented in the form of research paper that details the concept, problem, objectives literature, methodology, data, findings and analysis, conclusion and implementation etc. The student will present his/her paper in a seminar organized by the Ph.D. Program office on the stipulated day.

### **Evaluation**

Performance of the student is evaluated on 100 marks. The marks are spreading on the following basis:

Contents of the seminar paper	20 % of full marks
Organization of the paper	20 % of full marks
Presentation and communication skills	20% of full marks
Response of quarry (at seminar hall)	20 % of full marks
Class participation	20 % of full marks (by concerned faculty)

The performance of student will be judged by a panel of three persons comprised with:

The Ph. D. Program Director/ head	Chair Person
Concerned Seminar Faculty	Internal expert
Appointee of the Dean	External expert

The marks obtained by the student should be sent to the Dean along with a copy of the paper prepared by the student and evaluated by the panel of experts for the purpose of recording in the Office of Examination.

## **Prescribed Format for the Writing of Seminar Paper**

In order to prepare a seminar paper for submission to the Lumbini Buddhist University, researchers should prudently consider the following elements. As per the prescribed format the university, researcher should prepare and submit researcher seminar paper to the university for the further process of the Ph. D. Degree.

The following elements are follows:

### **Abstract**

### **Keywords:**

1. Introduction
  2. Statement of the Problem
  3. Objectives of the Study
  4. Literature Reviews / Hypothesis Formulation
  5. Methodology
  6. Results Analysis
  7. Discussion and Implications
  8. Conclusion
  9. References
- Appendix

### **Researchers Guidelines**

- Papers will be published exclusively in English or Nepali language.
- Every paper should begin with a concise 150–200-word abstract and with 4-6 keywords, compulsorily.
- Seminar paper should be of maximum 2000-2500 words or 15to 20 pages in length.
- The paper should be prepared on standard 8.5”x 11” paper (A4 size) with 1.5-inch in Left Marginon and 1-inch for remaining all three sides i.e. Right, Top & Bottom.
- The paper should be typed in MS word, with Times New Row 12 font size of the body.
- Number the Tables, Figures, Graphs, and Diagrams. (Table 1, Figure 1, etc.) as examples.
- References should be in APA 7<sup>th</sup> and MLA 9<sup>th</sup> edition format.
- References should keep at the end of the seminar paper.
- Plagiarism should be less than 15-20% percent.
- Maps, Graphs, and Drawings included; figures shouldn't exceed the size of a page. They have to be numbered and ordered to correspond with the text's references. All photos and scanned images must be in TIFF or JPEG format, with a minimum resolution of 300 dpi and 1,500 pixels.

Note: A seminar paper should be prepared covering at least these components.

Format of Cover Page

**Title of the Seminar Paper**

**Submitted By:**

**Name: - ..... (Name)**

**LBU Registration No: - 1-BS-E-00.....20....**

**Faculty of Buddhist Studies/.....**

**A seminar paper is submitted to the Dean, Faculty of Buddhist Studies/....., Lumbini Buddhist University, as a requirement for the partial fulfillment of the Degree of Doctor of Philosophy (Ph.D.)**

**Month, Day, Year**

**Lumbini, Nepal**

## **Summary Working Procedures of the Ph.D. Program, LBU**

1. Call application for the Ph.D. candidates/students with proposal with the coordination of concerned Dean.
2. Call the Ph.D. Research Management and Monitoring Committee Meeting.
  - Send to proposal for evaluation to experts.
3. Conduct the Ph.D. Research Management and Monitoring Committee Meeting to take decision for the sanction of candidates /students.
  - Publish name list of the qualified candidates for the enrollment in Ph.D. program.
4. Inform to candidates for Ph. D. enrollment referring Ph.D. Research Management and Monitoring Committee.
5. Call and conduct Ph.D. Research Management and Monitoring Committee meeting.
  - Provide time to Ph. D. candidates for proposal defense.
  - Approve / disapprove proposal.
  - Assign guide for the candidates/students.
6. Conduct Research Methodology classes.
7. Conduct final proposal defense, after suggestive correction and accept the final proposal of the candidates.
8. Inform the Ph.D. candidates for the publication and submission of at least three related articles in peer review journal. The journals shall be listed and indicated by the University. Among these three articles, two should be co-authored with the assigned Supervisor.
9. Qualify the candidate for thesis submission.
10. Inform candidate to submit the hard and soft copy of the draft thesis and synopsis of the thesis along with the certificate plagiarism test.
11. Get approval of two expert as external and internal experts for the checking of the thesis by sending synopsis.
12. Appoint internal and external expert and send the thesis for internal evaluation.
13. Send the comments and feedback of internal and external experts to Ph. D. scholars for necessary correction and submission of the corrected copy of the thesis.
14. Conduct pre-viva of the Ph. D.
15. Ask candidate to submit three copies of thesis and synopsis each by incorporating the suggestions and feedback given at the time of Pre-viva and send to Ph.D. Research Management and Monitoring Committee for final approval.
16. Get approval for final evaluation from two approved external experts and Ph.D. Research Management and Monitoring Committee for the evaluation of the thesis by sending synopsis and appoint them as the external experts after their consent and send the thesis for final evaluation.
17. Decide the date for final viva-voce and conduct final viva.

Note: After this procedure is implemented, individuals who have registered or are in the process of registering for a Ph.D. at the university can be granted an additional maximum of 2 years. Similarly, candidates who wish to commence a new procedure can also receive the same amount of time.