

# Swami Ramanand Teerth Marathwada University, Nanded

## M. Phil. Programme Rules and Regulations

### 1) Introduction:

M. Phil. course is conducted in the Swami Ramanand Teerth Marathwada University, Nanded, Sub-Centre, Latur and at research centers in some affiliated colleges of the University. M. Phil. course is conducted in different subjects such as Chemistry, Geography, Environmental Science, Bio-Technology, Microbiology, Botany, Physics, Sociology, Education, Human rights, Social works, Economics, Physical Education, Political Science, English, Marathi, Hindi, Urdu, Library and Information Science, Commerce, Management and Computer Science. The M. Phil. curriculum benefits the students by inculcating in them research attitude and analytical skills.

Admission to M. Phil. Course is through Common Entrance Test (M. Phil. - CET).

### 2) Syllabus for Entrance Test:

Syllabus for Entrance Test covers research and language aptitude numerical ability, reasoning, general knowledge and topics related to the Master's Degree in the subject concerned. The Entrance Test will be of 100 marks comprising two different sections.

**Section A:** - Research aptitude, proficiency in language numerical ability, reasoning and general knowledge. This section comprises of fifty multiple choice questions for 50 marks. Duration of the Test is 50 minutes.

This paper is common for all the candidates.

**Section B:** - This section comprises of fifty multiple choice questions on concerned P.G. subject for 50 marks. Duration of the Test is 50 minutes.

### 3) Venue for on line Entrance Test:

The venue for Entrance Test will be declared well in advance on the University website.

### 4) Eligibility and Admission:

- i. 55% marks at Master's Degree in relevant subject or Grade B according to the U.G.C. Norms of grading system in relevant / related subjects for open categories and 50% marks for reserved categories.
- ii. Admission will be given on the basis of 100% performance in the Common Entrance Test through merit list and reservation rules.

### 5) Distribution of seats:

70% seats are reserved for the students from this university and 30% seats are reserved for the students from other universities. There would be over and above quota of 20% for other state students

## **6) Place of Research:**

1) The candidates should carry out the research work at a recognized place of research center such as, University Schools, University Departments, and Affiliated colleges.

2) Recognition of Research Centre: The Rule of Recognition of Research Centre is as per the University norms.

## **7) Eligibility:**

i) Essential Qualification:

For admission to the M. Phil. degrees in a subject in any faculty, an applicant should hold a master's degree with 55% marks for open category candidate and 50% marks in case of reserved category candidate.

Admission shall be given to only qualified students through M. Phil. entrance test conducted by University.

## **8) M. Phil. CET (M. Phil. Common Entrance Test):**

The entrance examination for M. Phil. is as per the new guidelines laid down by University Grants Commission. M. Phil. Common Entrance Test shall be conducted once in an academic year. Student involved in malpractice case will be liable for the punishment as per the university rules.

i) The number of seats available for M. Phil in a particular subject shall be decided well in advance and notified and displayed on the official website of the University or through advertisement. Only pre-determined number of students shall be admitted to M. Phil. degree course.

ii) An applicant seeking admission to the M. Phil. Programme shall apply to the Director, Board of Colleges and University Development in the prescribed application form along with entrance examination fee as may be prescribed from time to time for admission.

## **9) Allocation of Research Supervisor(s) / Guide(s)**

The allocation of the Research Guide for a selected candidate, including foreign candidates, shall be decided by the Research Centre in a formal manner depending upon the number of candidates per faculty member, the specialization available among the Research Supervisors and the subject interest of the candidates as indicated during interview by the candidate. The allocation committee may appoint, in case of interdisciplinary subjects, co-guide/s recognized by this University.

The allocation committee shall consist of:

1. Dean of the faculty concerned ó Chairperson
2. BOS/ Adhoc BOS Chairman from the concern board - Member
3. One subject expert (nominated by the the V.C.) - Member

4. Reservation nominee (nominated by the VC) - Member
5. Director / Head (of Concern Campus School)/Principal of the college ó Member Secretary

Note: Each member of the Allocation committee has to be the research guide.

Allocation Committee shall meet twice in a year to finalize the admission of eligible candidates within one month from declaration of entrance examination result. The committee shall finalize the supervisor and Research centre, according to the preference given by the candidate. After the allotment of the supervisor, concerned student will finalize the Research Topic and shall write Research Proposal in consultation with supervisor within one month from admission and forward to RRC committee for approval.

#### **10) Workload Remission/number of students**

- i). Every recognized Research Guide will be entitled to a remission of one period in his / her workload provided that he / she has at least two research Scholars registered with him in this university.
- ii). The total number of students permitted to be registered with a guide from this university shall be as follows:
  - (a) *Professor- 05*
  - (b) *Associate-Professor- 05*
  - (c) *Assistant Professor- 05*

#### **11) Duration of the Course:**

The M. Phil. course is a full-time course spread over two academic years and it can be extended by one year with due permission from Research and Recognition Committee (RRC) or Dean of the concerned faculty on behalf of RRC. The first year of the course is devoted to Course work and the next six months or one year (if extension of the next six months is granted) is devoted to documentation, laboratory/ field work and preparation of dissertation. The theory examination should be conducted after completion of Course Work or the first year of the course, whichever finishes early.

Dissertation of the candidate will be accepted only after completion of the following requirements of the course:

- (i) Satisfactory attendance (75%),
- (ii) Passing all the theory papers of the course work and
- (iii) Publishing at least one research paper at Regional / State / National level Journals or presenting at least one research paper in Conference / Seminar / Symposium.

A candidate may complete the entire course within a period of one and a half years from the date of registration.

After three years, a student can re-register for M. Phil course by paying full fees. However, he /she should complete M.Phil in two years after registration and there will not be any extension thereon. Such students will be exempted from M. Phil. Common Entrance Test (CET).

## 12) Medium of Instruction and Examination:

The medium of instructions and examinations for information technology and research methodology for the course work will be in English. The candidate will have options to write theory papers and Dissertation in Marathi/English language for M. Phil. course in Economics, Political Science, Social Work, Media Studies, Geography and Sociology. However, the candidates doing M. Phil in languages will have to submit the dissertation and theory papers in their respective languages.

## 13) Passing Rules for M. Phil courses (10 point scale):

Sr. No.	Letter Grade	Grade Point	Marks Obtain
1	O (Outstanding)	10	> 80
2	A+ (Excellent)	9	70-79
3	A (Very Good)	8	60-69
4	B+ ( Good)	7	55-59
5	B (Above Average)	6	50-54
6	C (Average)	5	45-49
7	P (Pass)	4	40-44
8	F (fail)	0	<40
9	Ab (Absent)	0	-----

The assessment of the seminar (MP-107) will be made by the Head of department in the subject concerned, Research Guide and any two research guides in the campus Schools / College Department. The candidate will have to deliver minimum two seminars each carrying 12.5 marks before appearing for theory examination. Among these two seminars, one seminar should be on the Dissertation.

After the candidate has secured minimum final grade points in all the Heads of Passing and presented at least one research paper at Regional/State/National Level Conference/Seminar/Symposia/workshop, the M. Phil. Dissertation Seminar (Second Seminar) will be arranged for submitting the Dissertation. Viva-voce (MP-107) will be arranged later on. This viva-voce will be faced by the candidate only after receiving the satisfactory report and assessment (marks) of the dissertation given by the external referee.

In case of Dissertation, the marks and grades awarded by the external referee shall be taken as final. If the external referee has suggested modifications in the dissertation, the candidate will have to resubmit the dissertation after suitable modifications within a period of two months from the declaration of the first result. In case of rejection of Dissertation, it should be sent to the next external referee from the examiners' panel. In case of course work, a student

who does not get the minimum final grade point, will have to reappear for the examination in that course and only two chances will be given for re-examination.

**Note:** There will be combined passing for MP 101 Research Methodology and MP 102 Information/Technology/ Except Computer Sciences.

#### **14) Submission and Evaluation of Dissertation:**

- i). (a) Title of the dissertation of M. Phil. research scholar should be confirmed within one month after M. Phil. admission from RRC or Dean, on behalf of RRC through research supervisor and Director / Principal of concerned subject.
- (b) Every M. Phil. research scholar, before submitting the Dissertation, shall have to submit the "no due certificate" duly signed by the "librarian" "research lab in-charge" PG Section, "Supervisor" "Head" / "Director" & "Principal" / "Registrar"
- Every M. Phil. research Scholar shall submit four copies of the synopsis of his/her dissertation with the specific title through the Guide three months before submitting the dissertation along with the prescribed evaluation fee. The final synopsis should contain "title of the dissertation" "objectives" "hypothesis" "research techniques used" chapter-wise brief account of the work done and overall conclusion.
- (c) On examination of the synopsis by the R & R committee, RRC or Dean shall permit submission of dissertation and recommends the panel for evaluation.
- (d) M. Phil. research Scholar is expected to complete her / his research work within maximum of two years from the date of registration and submit the dissertation.
- (e) The synopsis of the dissertation is to be submitted only after successful presentation of seminar. *Compliance of the queries or comments raised during the seminar must be incorporated in the synopsis. The dissertation shall be submitted after the acceptance of the synopsis from the referee is received. If any changes are suggested by the referee, such changes will have to be included in the dissertation before the final viva-voce is conducted.*
- ii). *M. Phil. candidates shall publish one research paper in a referred journal or national / international level conference / Seminar before the submission of dissertation and produce evidence for the same in the form of acceptance letter or the reprint.*
- iii). The candidate shall be allowed to submit his / her dissertation within six months from the date of submission of synopsis, failing which the candidate will have to pay the prescribed fine for late submission. Late submission of dissertation shall be allowed up to the completion of one year from the date of submission of synopsis or till the expiry of the registration period, whichever is earlier.
- iv). The dissertation shall include a certificate by the candidate that the work reported in the dissertation has been carried out by the candidate himself/herself and that the material from other sources, if any, is duly acknowledged.

- v). The dissertation shall be written in English/Marathi/Hindi/Urdu except when it is related to modern European or Indian languages. In the faculties of Science, the dissertation shall be written in English only.
- vi). The candidate shall submit four copies of his / her dissertation in the form of *hard bound* papers along with a soft copy through Guide and the Head, Place of Research and produce an acknowledgement receipt of dissertation by the research guide and the Head, Place of Research. The dissertation shall be accompanied by declaration signed by the candidate to the effect that the dissertation is his / her original and independent work. It shall also be authenticated by the Guide and as well as anti-plagiarism check from the concerned authority.
- vii). The final dissertation shall be presented in accordance with the following specifications:
  - a) The paper used for printing shall be A-4 size.
  - b) Printing shall be in a standardized form on one side of the paper and in one-and- a half line spacing.
  - c) A margin of one-and-half inches shall be left on the left hand side.
  - d) The card for cover shall not be more than 330 gms.
  - e) (i) The title of the thesis (ii) name of the University (iii) degree, its subject and faculty (iv) name of the candidate , (v) name of the guide and co-guide, if any, and (vi) the month and year of submission shall be printed on the title page and the front cover .

#### **15) Appointment of Examiners:**

- i). The procedure for appointment of examiners shall be undertaken soon after the candidate submits his / her synopsis.
- ii). The synopsis shall be forwarded to the Research and Recognition Committee/s concerned. The Committee shall recommend to the Vice-Chancellor or Board of Examination (BoE) / *Dean* a panel of four external examiners in the prescribed format (along with the latest bio-data of the examiner(s) and letter to the effect that he/she is the recognized guide of the university), of which preferably at least two shall be from out of Maharashtra. A list of experts / referee shall be prepared for each subject with various specializations by the Board of Studies concerned for the purpose of selection of referees. The Vice-Chancellor or BoE or Dean may approve all the names on the panel in order of priority, add or delete or may refer back to the Research and Recognition Committee concerned. Care shall be taken to avoid reciprocal appointment of referee vis-à-vis the guiding teacher at least for a period of four years. *However, not more than two dissertations should be sent to one expert in a year of a particular subject.* If the approval of the panel is delayed beyond three months, the M. Phil. candidate, through his guide may bring this matter to the notice of the Vice-Chancellor directly and the Vice-Chancellor in such case may initiate appropriate action in consultation with the Dean and ensure that the panel is approved within a month.
- iii) The guide of the candidate shall be the internal examiner.

## 16) Evaluation:

- i). After the Vice-Chancellor or BoE or Dean has approved the panel of examiners, the Director Board of Colleges and University Development / Controller of Examination (CoE) shall invite the one examiner on the approved panel to examine the dissertation. When an examiner accepts the request for assessment and the candidate has submitted the dissertation, the Director, Board of Colleges and University Development / CoE shall forward the dissertation to the examiner(s) within a week from the date of receipt of acceptance letter or the submission of the dissertation, whichever is later. If an examiner does not accept the invitation within thirty days from the date of dispatch of the invitation letter, invitation shall be sent to the next examiner on the panel.
- ii). The internal as well as external examiners shall independently send their reports to the Director, Board of Colleges and University Development /CoE within thirty days from the date of receipt of the dissertation with a copy to the internal examiner (**The reports sent by e-mail shall be accepted**).The hard copy of e-mail duly signed by examiner should be sent to the University. If an examiner fails to do so, the Director, Board of Colleges and University Development / CoE shall send him / her a reminder immediately after the expiry of the said period and request him / her to submit the report within fifteen days thereof. If the examiner concerned fails to comply even within the extended time, the Director, Board of Colleges and University Development /CoE shall invite the next examiner on the approved panel to evaluate the dissertation. In the event of a request for late submission of report, receipt, postal delay, etc. the Dean concerned shall take an appropriate decision in the interest of the candidate concerned.
- iii). The Director, Board of Colleges and University Development /CoE, after ascertaining that all the two reports are favorable, arrange the viva and the defense of dissertation on ~~an~~ the earliest date suitable to the internal examiner, one subject expert and the chairperson. The reports, received from the external examiner(s), shall be made available to the candidate, the research guide and the chairperson immediately for the compliance of the comments made in the dissertation.
- iv). In case an external examiner gives an unfavorable report, the Director, Board of Colleges and University Development /CoE shall get the dissertation examined by the next examiner from the panel of examiners approved by the V.C. or BoE or Dean. If both or two out of the three external examiners give unfavorable reports, the candidate shall be declared as failed.
- v). In case both the referees/examiners call for major revision and rewriting of the dissertation, the dissertation shall be so revised, rewritten and resubmitted within a period of three months from the date the referees' comments are communicated to the candidate. In such a case, tuition fee for the year and 75% of examination fee shall have to be paid for resubmission. If more than three months are required but total time so required is less than four years from initial registration, the candidate shall be granted extension of time to that extent. In such a case, yearly tuition fees and full examination fee shall be paid by the candidate for resubmission.
- vi) It shall be mandatory for the examiners to return the copy of dissertation to the university.
- vii) a) The lodging and boarding arrangement of the examiner shall preferably be made in the university guest house by the P.G. section.

b) Candidate in no case should try to make contact with or entertain the examiner before the viva-voce. The examiner(s) shall have to sign the certificate to that effect, and shall have to submit the same to the Vice-Chancellor.

c) The name of the External Examiner/s who assesses/assess the dissertation shall not be included in any other committee for at least a period of six months.

#### **17) Viva Voce and Open Defense of dissertation:**

i) Viva Voce shall be held at the respected research center. *The Vice Chancellor shall nominate the Chairperson from amongst the Dean of the faculty concerned / Professor in the Subject concerned / Director of the School concerned / Chairman of the BoS in the subject concerned not less than the cadre of Associate Professor (with at least five years post Ph.D. experience) / for the Viva-voce and the defense of the dissertation.*

ii) The day, date, time and the place for the *viva voce* and the defense of dissertation shall be notified by the Director, Board of College and University Development/COE in consultation with the internal examiner, at least eight days in advance. Notice regarding the *viva voce* should be displayed on the notice board of the place of research and the same should be sent to the allied schools / Departments.

iii) The defense of the dissertation shall take place in the presence of the internal examiner, one external examiner and the chairperson, who shall jointly evaluate the performance of the candidate. Other students, researchers and teachers should be invited to the *viva voce*.

iv) *In case none of the external referees is available for the viva-voce of the candidate, the Vice-Chancellor, on the recommendation of the Dean concerned, shall appoint a senior research guide in the subject to act as an examiner for the defense of thesis. If the internal examiner is not available, the Vice-Chancellor shall appoint one of the senior research guides in the subject concerned on the recommendation of the Dean concerned.*

v) The examiners present for the viva-voce and the defense of the dissertation shall submit their final consolidated report to the Director, Board of Colleges and University Development / CoE through the Chairperson of the Viva-voce immediately after the defense is over. The final recommendation of the examiners shall be by majority. After acceptance of the same, the Examination Section shall issue the notification.

vi) In case, the defense is not satisfactory the examiners may recommend that a fresh viva-voce and the defense of dissertation be organized after six months, but, in any case, within one year. For such fresh viva-voce, fresh fee of Rs. 5,000/- or as required to meet the expenses for the viva voce whichever is higher shall be charged.

vii) The overall result shall be officially declared by the Examination Section *on the same day* of the defense of dissertation or next day.

viii) *On following the successful completion of evaluation process and announcement of the award of M. Phil., the PG section shall submit a soft copy of the M. Phil. dissertation to the University library.*



### 18) General Course Structure:

The M. Phil. course in campus Schools, Sub-Centre, Latur and for affiliated colleges will consist of four papers which include Research Methodology, Information Technology and two papers from the subject concerned at advanced level.

#### For University Campus, Sub-Centre Latur and affiliated colleges

Course Code	Title of the Paper	Marks	Credits
MP-101*	Research Methodology	100	4
MP-102	Information/Technology/ Except Computer Sciences	100	4
MP-103	Concerned Subject	100	4
MP-104	Concerned Subject	100	4
MP-105	Dissertation	150	6
MP-106	Seminar (Two)	25	1
MP-107	Viva-voce	50	2
	<b>Total</b>	625	25

\* Compulsory paper to all subjects with common syllabus.

### 19) Fee Structure:

1. Entrance Test Fee Rs. 1,000 for open category and Rs. 750 for reserved category and Tuition fees as prescribed by university from time to time
2. Tuition fees for Foreign Students (other than SAARC) will be five times than that for the students of India & three times will be for students of SAARC countries.
3. The Student who wants extension after two years has to pay fee Rs.4,000 per year to university.
4. Fine for late submission shall be charged of Rs. 1000/-
5. In case, the defense is not satisfactory, fresh viva-voce fee shall be Rs.5000/- or as per 17(vi).

### 20) Refund of Fee:

In case of cancellation of admission, 10% deduction from the total fees will be made and the balance amount will be refunded on or before the date of spot admission. There will be no refund of fees after spot admissions are over, under any circumstances. If the student, who has been permitted to pay part payment at the time of admission, cancels her/his admission, s/he will be required to pay balance amount of total fees before her/his admission is cancelled.

**21) Medium of Instruction and Examination:**

The medium of instructions and examinations for information technology and research methodology for the course work will be in English. The candidate will have options to write theory papers and Dissertation in Marathi/English language for M. Phil. course in Economics, Political Science, Social work, Media studies, Geography and Sociology, offered in campus Schools and Affiliated Colleges. However, the candidates doing M. Phil. in languages will have to submit the dissertation and theory papers in their respective languages.

**22) Schools and affiliated Colleges conducting M. Phil. Courses****a) M. Phil. Courses at University Campus Schools:**

<b>Sr. No.</b>	<b>Name of School</b>	<b>Course</b>	<b>Intake Capacity</b>
1	Chemical Sciences	M. Phil. in Chemistry	10
2	Commerce & Management	M. Phil. in Commerce M. Phil. in Management	10 10
3	Earth Sciences	M. Phil. in Geography M. Phil. in Envi. Science M. Phil. in Geology	10 10 10
4	Education	M. Phil. Education M. Phil. Physical Education	10 10
5	Language, Literature & Culture Studies	M. Phil in Marathi M. Phil. in English	10 10
6	Life Sciences	M. Phil. in Biotechnology M. Phil. in Microbiology M. Phil in Botany M. Phil. in Zoology	10 10 10 10
7	Physical Sciences	M. Phil. In Physical Sciences	10
8	Social Sciences	M. Phil. in Sociology M. Phil. in Social Work M. Phil. in Economics M. Phil. in Human Rights	10 10 10 10
9	Media Studies	M. Phil. in Media Studies	10
10	Library and Information	M. Phil. in Library & Science Inform.	10
11	Mathematical Science	M. Phil. in Mathematical Science	10
12	Computer Science	M. Phil. in Computer Science	10

**b) M. Phil. Courses at University Sub-Campus Schools:**

<b>Sr. No.</b>	<b>Name of School</b>	<b>Course</b>	<b>Intake Capacity</b>
1	Management Sciences	M. Phil. in Management	15
2	Technology	M. Phil. in Computer Sci.	15

**c) M. Phil. Courses in affiliated Colleges:**

<b>Sr. No.</b>	<b>Name of Affiliated College</b>	<b>Course</b>	<b>Intake Capacity</b>
1	People's College, Nanded	M. Phil. in Marathi M. Phil. in English M. Phil. in Political Science M. Phil. in Hindi	20 20 20 20
2	Dayanand Arts College, Latur	M. Phil. in Hindi	20
3	Mumtaz Education Society's Research, Institute, Parbhani	M. Phil. in Hindi M. Phil. in Urdu	20 20
4	Hawagiswami College, Udgir	M. Phil. in Geography	20
5	Rajarshee Shahu College, Latur	M. Phil. in Geography	20