



SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY, NANDED (M.S.)

**Application Form for Recognition as a Research Centre
in
the subject of**



Name of College/ Institute (With full address)	
Date of Submission of Application	

**Application Form for Recognition as a Research Centre
in the subject of**

To,
The Deputy Registrar,
Swami Ramanand Teerth Marathwada University,
Nanded.

Sir,

We wish to register the name of our Institute / College for recognition as Research Centre in the
Subject _____ under the faculty of _____ of Swami Ramanand
Teerth Marathwada University, Nanded. Details of our Institution / College are furnished in the
appendix enclosed herewith.

Particular of Payment towards Registration fee are as under:

1. Amount of fee deposited: _____
2. Receipt No.: _____
3. Date: _____

You are requested to give recognition to our institute / College as a Research Centre.

Yours Sincerely,

(Name & designation)

Application Form for Recognition as a Research Centre in the subject of

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Rules for recognition as a Place of Research (Research Centre)

The Swami Ramanand Teerth Marathwada University offers research programmes in different subjects under different faculties listed in Statute no. 533 and in interdisciplinary areas leading to the Degrees of Ph.D., D. Sc., and D.Litt. A research candidate shall work at recognized Place of Research including the University Schools, University Departments, Research Institutes recognized by the University, Research Centres in affiliated colleges and CSIR laboratories/research Centers.

The Ph.D. programmes have to maintain their standards, support and promote cross-disciplinary teaching and research. Also Institutions must ensure that research undertaken must match with local needs and global challenges in the relevant disciplines.

Note for submission of application for Research Centre:

- (i) Submitting a duly filled prescribed application form together with the stipulated fee to the Deputy Registrar, Affiliation Section on or before ----- of the preceding year.
- (ii) The application from the college which is already affiliated as per provisions of 111 of the Maharashtra Public Universities Act, 2016 shall be processed through the Deputy Registrar, Affiliation Section with same rules & procedure.
- (iii) The application of the research institute shall be processed as per provisions of 111 of the Maharashtra Public Universities Act, 2016.

I. The Institute should actively conduct research or specialized studies and affiliated colleges should **fulfill following conditions:**

1. The institute must be conducting post-graduation programme in the subject concerned.
 - A. For the Courses/Subject under the Faculty of Humanities, Commerce & Management and Interdisciplinary not less than two years.
 - B. For the Courses/Subject under the Faculty of Science & Technology not less than three years
2. An institute with at least **one recognized research guide** from the permanent teaching staff of the concerned department can seek recognition for a particular Department /Laboratory.

The institution shall have adequate specialized academic, technical and non - teaching staff. It should have guides to supervise the Research carried out in the fields of specialization. In addition, there may be visiting / honorary staff as per Rules.

In case of non - teaching institutions/ laboratories, the personnel structure with the corresponding academic qualifications and teaching / research experience shall be computed so that recognition in terms of Adjunct Professor / Associate Professor/ Assistant Professor could be given by the University as the case may be. Such recognized

guides shall also be guiding such number of candidates as may be fixed by the University from time to time.

3. The faculties of concerned subject should have undertaken at least one Major research project or two minor research projects funded from any agencies such as UGC, DST, CSIR, Universities, etc.
4. The concerned department should have organized at least one National level / State level / University level Seminar / Workshop / Symposia / conference during the last five years.
5. At least five research papers should have been published in the reputed peer-reviewed journal by the faculties of concerned subject of the Institute after completion of their Ph.D. work.
6. Adequate separate physical infrastructure for Research Centre / Laboratory.
7. The applicant Institution shall have land and building for administrative office, rooms for instruction, seminar and spacious accommodation for Scientists / Supervisors. The Institution shall have a well-equipped laboratory with all relevant advanced equipments apparatus including tools required for conducting Research / Practical as per requirement of the field of specialization / Research.
7. At least two major equipments in the concerned subject Laboratory useful for research Centre.
8. Adequate separate infrastructure for Research Library.
Institute shall have Reading Room facilities for staff and the students with proper furniture and other associated infrastructure facilities.
9. Library should have adequate number of books, at least two reputed Journals & online journals (e-Journals) in the concerned subject.
The institution library shall have requisite number of books in the fields of specialization and shall also be a regular subscriber of national and international journals print version and online journals (e-Journals) for particular subjects / fields of specialization.
10. Availability of broadband internet connection in Research Centre / Laboratory/ Library
11. Institute has to make necessary arrangement for financial budget provision for research Centre in the Institute's annual budget for its continued maintenance including futuristic expansions.
12. Institute/ College have to make necessary fixed deposit of **Rs.1.0** lakhs (Rupees One lakh) per subject for which research centre has been approved for a period of five years. The fixed deposit should not be withdrawn without the prior permission of university. Research centre has to make this arrangement before affiliation by the university.
13. Institute should be devoted to the promotion of Research Work.
14. The recognized Research Centre shall be engaged in research with the involvement of teaching/ research faculty and the students of the Department(s)/School(s) concerned. No Institute/ College/ Laboratory shall be recognized for registering Ph.D. students unless they have the adequate infrastructure and number of guides to accommodate at least six students in concerned the subject.
15. Recognition granted to a Research Centre shall come to an end in case no Research Work/Project is undertaken within three years from the date of recognition and no further renewal shall be allowed.

16. Recognized Research Centres shall make adequate additional provisions in their regular budgets for providing the library & Laboratory support to Research Activities.
17. The number of full time research students permitted to be registered in a research Centre shall be in accordance with optimum laboratory and library facilities provided by the institute/ College.
18. Research Centre should organize at least two meetings in a year with Research Supervisor / guide and maintain minutes of the meeting.
19. Guides / supervisors of the Research Centre should communicate the up-date about the candidate's performance to Research Centre & University as per rules framed from time to time.
20. The permission of Recognized Research Centres shall be valid for six years with review of the research Centre after every three years. The continuation for research Centre after six years can be given after review by Competent Authority of the University. It is mandatory to follow other UGC's rules and regulations prescribed from time to time.
21. Change of Research Centre: The change of Research Centre by the student may be permitted only with valid submission of NOC (No Objection Certificate) from previous Research Centre and acceptance letter from the new Research Centre with due permission from Competent Authority of the University.
22. **Undertaking:** The management applying for Recognition of the Research institute shall give an undertaking that they will abide by all the Directions / Order issued by the Vice-Chancellor and other officers of the University, in exercise of the powers conferred on them under the appropriate provisions of the Maharashtra Public Universitys Act, 2016 and Statutes, Ordinances, Regulations made there under.
23. Recognition to Research Centre: The expert Committee constituted by the Academic/Affiliation Section shall visit the applicant institution on a scheduled day and submit its report including its recommendation in regard to grant of recognition to the Deputy Registrar of the Affiliation Section. He shall consider the report and place its recommendation thereon for the consideration and approval of the Academic Council, in any case it shall not exceed a period of six months after the submission of report by the chairman of the committee.
24. De - Affiliation: The University shall have the power to withdraw the recognition granted to the Institution upon due enquiry in case the norms for recognition of the Institution included in this Direction is / are violated.

Signature & Seal of Institution / College with date

Proforma for submitting proposal for recognition as a Research Centre in the subject of

1) College and parent Society Name

1. (a)	Name of the Institute/ College	:	-----
(b)	Name of the Parent Society which runs the Institute/ College	:	-----

2) College Information:

a.	Date of establishment of the Institute/College (dd/mm/yyyy)	
b.	Other Details of Institution/College	
i	Govt. of Maharashtra sanction (Yes/No)	
	letter number /GR no.	
	Date	
ii	University Approval (Yes/No)	
	First	
	Letter No	
	Date	
	Permanent if any	
	Letter No.	
	Date	
iii	Whether the College belongs to Rural/ Urban Area	
iv	Whether recognized by UGC under 2f & 12 B? (If Yes, Give details)	
	Letter No.	
	Date	
v	Is it a recognized Minority Institution?	
vi	Students Intake Capacity (Programme - wise)	
vii	Members of LMC/Standing Committee (Attach Separate Sheet)	
viii	Status of the College – Affiliated /Autonomous	
ix	Streams/ Faculties	
x	Whether Accredited/ Re-Accredited by NAAC? (Yes/No)	
a	If Yes, Grade	
b	Year	
xi	College E-mail ID	

	xii	College Phone Number	
	xiii	College web site Id	
	xiv	College web site updated on	

3. Particulars of Principal/Director:

i.	Name	:	
ii.	Academic qualification with specialization	:	
ii.	Details of Experience	:	
a.	Teaching	:	
b.	Administrative	:	
iii.	Date of Appointment: Principal	:	
iv.	Institution order (letter number and date)	:	
v.	University Approval (letter number and date)	:	

Section 'A': Academic Activities in concerned Specialization Subject

1.	Total No. of Sanctioned teaching Posts		:		
	a.	No. of confirmed Teachers	:		
	b.	No. Teachers on Probation	:		
	c.	No. of confirmed/on Probation teachers with Ph.D.	:		
	d.	No. of confirmed/on Probation teachers with NET/SET	:		
	e.	No. of confirmed/on Probation teachers with M. Phil.	:		
	f.	No. of Teaching post filled with Ad-hoc appointment	:		
	g.	No. of Teaching posts vacant		:	
		Reserved category		:	
h.	Number of Visiting Faculty /Guest Faculty engaged with the College		:		
2.	No. of sanctioned Non-teaching Staff posts		:		
	a.	No. of filled post of Non-teaching staff	:		
	b.	No. of vacant post of Non-teaching staff	:		
3.	No. of classrooms/Laboratories/list of major equipments				
	a.	No. of Class rooms (For Course work)	:		
	b.	No. of Laboratories (For Research Activities)	:		
	c.	No. of Laboratories (For Research Activities	:		
	d.	List of Major equipments available in College (Attach Separate Sheet)		:	
4.	No. of University/UGC/Any other Agency sponsored research projects completed during last five years (give details)		:		
5.	No. of Research Projects sent to the UGC/CSIR/DST or other funding agencies for approval during the period of last five years (Give detail)		:		
6.	No. of ongoing Research projects/ Guides				
	a.	No. of on- going Research Projects approved by the UGC/CSIR/DST or other funding agencies, with details (Give details):	:		
	b.	No. of recognized Ph.D. Guides in the College (Give names, subjects, approval letter & period of recognized) (Give details)	:		

7. List of students doing M. Phil. & Ph.D. under College teaching faculty in other research Centre

Sr. No.	Name of the Students	Subject	Topic of research	Name of research guide	Date of registration

8. No. of Seminar/Workshop/Conference attended by the Teachers of the College during the last three years:

Event	International Level	National Level	State level	Regional	University
Conference					
Symposia					
Workshops					

9. No. of Research papers & Books published by the Teachers of the College during the last three years:

Type of publication	International Level	National Level	State level	Regional	University
Research paper					
Books					

Section 'B': Infrastructural Facilities

1. Details of Academic building:

a.	Total undisputed ownership and possession of land measuring Area in acres	:	
b.	College Building/ Buildings (Sq. feet)	:	
c.	College Building Own/ Rental	:	
d.	RCC / Temporary	:	
e.	Total built up area (Sq. feet)	:	
f.	Built up area for Research Centre block (Sq. feet)	:	
g.	Dimensions	:	

2. Detail the physical facilities available with adequate furniture in the Institute/ College:

A. Facilities available:

Sr. No.	Details	Yes/ No
a.	Principal Cabin	
b.	Faculty room	
c.	Classrooms	
d.	Technology enabled learning spaces	
e.	Seminar halls	
f.	Tutorial spaces (Internal Exam course work evaluation space)	
g.	Laboratories	
h.	Botanical garden	
i.	Animal house	
j.	Specialized facilities	
k.	Equipments for teaching:	
l.	Equipments for Learning and Research etc.	
m.	Auditorium	
n.	Central Instrumentation Centre	
o.	Canteen	
p.	Health Care Facility	
q.	Boys' Common Room	
r.	Girls' Common Room	
s.	Boys' Hostel (With capacity)	

t.	Girls' Hostel (With capacity)	
u.	Gents' Toilets	
v.	Ladies' Toilet	
w.	Staff Toilet	
x.	Disabled Friendly	
y.	Proper Sewerage	
z.	Inverter / Generator	
aa.	Fire Extinguisher	

B. Details of Library Facilities:

Sr. No.	Particulars		Data
01.	Separate library building available(Yes/No)	:	
02.	Total built up area in sq. ft.	:	
03.	Total number of books	:	
04.	Number of book Titles available	:	
05.	No. of Journals	:	
06.	No. News Paper	:	
07.	Funds allotted to the library and utilization of funds	:	
08.	Library automation (Details of software with online & off line services)	:	
09.	Total number of Journal back volumes	:	
10.	Well equipped & furnished library	:	
11.	Computer, Xerox facility	:	
12.	Issue / Receive Counter	:	
13.	Separate reading room	:	
14.	Sufficient furniture	:	
15.	Fire Extinguisher	:	
16.	Books Insurance	:	
17.	Internet (With Capacity & No. of terminals)	:	
18.	Qualified librarian appointed	:	
19.	Appropriate library staff appointed: (Yes/No)	:	
20.	Student visiting register maintained: (Yes/No)	:	
21.	Student complaint/ Suggestion box maintained: (Yes/No)	:	
22.	Teaching staff visiting register maintained: (Yes/No)	:	
23.	Weekly percentage of visiting staff	:	

24.	Other – <i>student teacher library</i> if any	:	
25.	Physical verification of stock register	:	
26.	No. of Books purchased in current year	:	
27.	Books purchased in last year	:	
28.	No. of e-data bases	:	
29.	No. of non-book materials	:	
30.	Internet browsing record register	:	
31.	Issue / Receive record register	:	

C. Details of Books available in the Library:

Sr. No.	Title of books for Specific Subject requested for Research Centre	Number of Copies	Total Price

D. Details of Journals available in the Library (Print Version / Online version):

Sr. No.	Title of Journals for Specific Subject requested for Research Centre	Mode of Version (Print / Online)	Subscription Period From - To -	Total Price

E. Details of Computer facilities available for Research Centre:

Sr. No.	Particulars	Availability
01	No. of Computers terminals	
02	Hardware specialization	
03	No. of terminals in LAN	
04	Relevant legal software	
05	Printers (Dot Matrix / LASER)	
06	Internet facility (Dail-up/ Broadband / Wi-Fi)	
07	UPS, Generator, LCD, TV if any	

F. List of Major Equipments available in concerned subject laboratory:

Sr. No.	Name of major Equipment	Number	Working status	Total price

G. Details of Recognized Research Guide in the Concerned Subject:

Sr. No.	Name of Research Guide	Qualification	Approval No.	Broad area of Research	No. of M. Phil. / Ph. D. Candidates Supervised

H. Details of Research papers / Books published by the faculty of the concerned Subject:

Sr. No.	Name of author	Title with page nos.	Name of Journal/ Publisher	ISSN/ ISBN No.	Whether peer Reviewed impact factor, if any	No. of Co-authors

I. Details of Organization of National level / State level / University level Seminar / Workshop / Symposia / conference by the concerned Subject in the last 5 years

	University / State/ National/ International	Funding Agency	Title	Duration	No. of Participants			Total Expenditure
					Abroad	Outside State	Within State	
Conference								
Seminar/ Symposia								
Workshops								

J. Details of Projects undertaken by the Institute / College faculties in the concerned subject in the last 5 years.

Sr. No.	Name of Principal Investigator	Title	Sponsored Agency	Major / Minor	Duration	Amount

K. Whether the College/Institute fulfils following conditions:

Sr. No.	Particulars	Yes/No
1.	Permanent Faculty	
2.	Visiting Faculty	
3.	Honorary Staff	
4.	Adequate separate physical infrastructure for Research Centre / Laboratory	
5.	The applicant Institution is having land and building for administrative office, rooms for instruction, seminar and spacious accommodation for Scientists / Supervisors	
6.	The institute must be conducting post-graduation programme in the subject concerned. A. For the Courses/Subject under the Faculty of Humanities, Commerce & Management and Interdisciplinary not less than two years. B. For the Courses/Subject under the Faculty of Science & Technology not less than three years	
7.	At least one recognized research guide from the permanent teaching staff of the concerned department can seek recognition for a particular Department /Laboratory.	
8.	The faculties of concerned subject should have undertaken at least one Major research project or two minor research projects funded from any agencies such as UGC, DST, CSIR, Universities, etc.	
9.	The concerned department should have organized at least one National level / State level / University level Seminar / Workshop / Symposia / conference during the last five years.	
10.	At least five research papers should have been published in the reputed peer-reviewed journal by the faculties of concerned subject of the Institute after completion of their Ph.D. work.	
11.	Publications by the Research Guide/s: Books /Reports/Monographs/ Research Papers	
12.	Adequate separate physical infrastructure for Research Centre / Laboratory	
13.	The applicant Institution shall have land and building for administrative office, rooms for instruction, seminar and spacious accommodation for Scientists / Supervisors. The Institution shall have a well-equipped laboratory with all relevant advanced equipments apparatus including tools required for conducting Research / Practical as per requirement of the field of specialization / Research	

14.	At least two major equipments in the concerned subject Laboratory useful for research Centre	
15.	Adequate separate infrastructure for Research Library (Institute shall have Reading Room facilities for staff and the students with proper furniture and other associated infrastructure facilities).	
16.	Library should have adequate number of books, at least two reputed Journals & online journals (e-Journals) in the concerned subject.	
17.	Availability of broadband internet connection in Research Centre / Laboratory/ Library	
18.	Necessary arrangement for financial budget provision for research Centre in the Institute's annual budget for its continued maintenance including futuristic expansions.	

Secretary Chairman
 Education Society

Principal/Director
Seal & Signature of the College/ Institution

L. Remark from Committee:

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Sr. No.	Role	Name	Signature
01.	Chairman		
02.	Member		
03.	Member		