

JAMSHEDPUR WOMEN'S COLLEGE

JAMSHEDPUR

(An Autonomous & constituent unit of Kolhan University, Chaibasa, Jharkhand)

(Accredited with Grade 'A' by NAAC & awarded with CPE status by UGC)

(Upgraded to Jamshedpur Women's University as notified in The Gazette of Jharkhand 'Extraordinary' [No. 127, Chapter 02, Section 3] dated 15/02/2019)



JAMSHEDPUR WOMEN'S COLLEGE MINIMUM STANDARDS AND PROCEDURE FOR AWARD OF M.PHIL/ Ph.D. DEGREES REGULATIONS : 2020



Jamshedpur Women's College Minimum Standards and Procedure for Award of M.PHIL./PH.D Degree Regulation, 2020

{Prepared in the consonance of UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2016, notified in The Gazette of India 'Extraordinary' [No. 278, Part III- Section 4] dated 05th July 2016 & its amendments up to date.}

PREAMBLE:

Subject to the provisions laid down in the section 2, section 3, section 10 of the University Grants Commission (Conferment of Autonomous Status Upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018, notified in The Gazette of India 'Extraordinary' [No. 55, Part III- Section 4] dated 12th February 2018 & its amendment up to date, the Jamshedpur Women's College hereby makes the following Regulations, namely:-

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:

- 1.1 These Regulations may be called **Jamshedpur Women's College Minimum Standards and Procedure for Award of M.Phil/ Ph.D. Degrees Regulations, 2020.**
- 1.2 They shall apply to every post graduate department of the College.
- 1.3 They shall come into force from the date of approval of the statutory body of this autonomous college respectively. This regulation will be applied automatically when the college will function as Jamshedpur Women's University in due course of time.

2. DEFINITIONS:

- 2.1 'Academic Council' means the Academic Council of Jamshedpur Women's College as explained under Clause 13.4 of Section-13 of University Grants Commission (Conferment of Autonomous Status Upon

Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018, notified in The Gazette of India 'Extraordinary' [No. 55, Part III- Section 4] dated 12th February 2018 & its amendments up to date.

- 2.2 'Board of Studies' (BoS) means Board of Studies of the concerned Department as explained under Clause 13.5 of Section-13 of University Grants Commission (Conferment of Autonomous Status Upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018, notified in The Gazette of India 'Extraordinary' [No. 55, Part III- Section 4] dated 12th February 2018 & its amendments up to date.
- 2.3 'Co-Supervisor' means the second supervisor as mentioned in sub-clause 7.4 of clause 7 of this regulation.
- 2.4 'Examiner' means an expert for evaluation of the Dissertation/Thesis, and includes the panel of examiners.
- 2.5 'M.Phil.' stands for Master of Philosophy & 'Ph.D.' stands for Doctor of Philosophy.
- 2.6 'Open Viva-Voce' means viva-voce of the candidate to be conducted before the award of the M. Phil./Ph.D. degree and which may be witnessed by anyone in the College.
- 2.7 'Research Advisory Committee' (RAC) means Research Advisory Committee as mentioned in clause 9 of this Regulation.
- 2.8 'Review of Literature' means study, review and analysis of the literature or material related to the field of research of the research scholar, which is used or to be used while pursuing the M. Phil./Ph.D. course.
- 2.9 'Supervisor' means the principal supervisor who monitors and guides the research scholar.
- 2.10 'Co-supervisor' means the co-supervisor who monitors and guides the research scholar along with the Supervisor.
- 2.11 'Teaching faculty' means all regular staff of the College holding teaching post in concerned Departments.
- 2.12 'JWCRET' means Jamshedpur Women's College Research Entrance Test.

3. ELIGIBILITY CRITERIA FOR ADMISSION TO THE M.PHIL. PROGRAMME:

3.1 Only Women candidates will be eligible for admission to the M.Phil. Programme.

3.2 Candidates for admission to the M.Phil. Programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

3.3 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC(non-creamy layer)/Differently-Abled and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

3.4 Other existing rules & regulations of this college for admission shall be applicable for this course also.

4. ELIGIBILITY CRITERIA FOR ADMISSION TO PH.D. PROGRAMME:

4.1 Only Women candidates will be eligible for admission to the Ph.D. Programme.

4.2 Master's Degree holders satisfying the criteria stipulated under Clause 2 above.

4.3 The Candidate who have cleared the M.Phil. course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completing the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph. D. Degree in the same Institution in an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time.

4.4 A person whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. programme provisionally.

4.5 Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

4.6 Candidate who have cleared the Ph.D. course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) from any central/state/deemed to be university/autonomous college of India would be eligible for admission in further Ph.D. work, provided that she submits NOC from her respective institution and the valid period of entire Ph.D. work is not over.

4.7 Other existing rules & regulations of this college for admission shall be applicable for this course also.

5. DURATION OF THE PROGRAMME:

5.1 M.Phil. programme shall be for a duration of four (4) consecutive semesters/two years (including course work for initial 1 semester). However, the scholar shall be eligible to submit her dissertation after completion of 2 semesters.

5.2 Ph.D. programme shall be for a minimum duration of three years (including course work for initial 1 semester) and a maximum of six years.

5.3 For such candidates who take admission in this college after completing Ph.D. course work from other institution as mentioned in sub clause no. 4.6 of clause no. 4, the effective date of her registration will be the approval date of the candidate's research proposal by the respective department research advisory committee (RAC) of this college.

5.4 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute/Ordinance of the college/affiliating University, if so.

5.5 The candidates with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil and two years for Ph.D. in the maximum duration. In addition, the candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil/Ph.D. for up to 240 days. However the amendments made by the Govt. of India/Jharkhand in respect of Maternity Leave/Child Care Leave from time to time shall be applicable automatically.

6. PROCEDURE FOR ADMISSION:

6.1 The college will admit M.Phil/Ph.D. students through an Entrance Test.

6.2 Candidates who have qualified UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/Jharkhand SLET/GATE/teacher fellowship holder or have passed M.Phil Programme will be eligible to take direct admission into the Ph.D. Programme. The reservation policy of the state will be strictly applicable for the admission. If the number of the UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/Jharkhand SLET/GATE qualified applicant or teacher fellowship holders or have passed M.Phil. Programme is much more than available seats, the separate entrance test or interview will be conducted for short listing. Similar approach will be applicable for M.Phil. Programme.

6.2.1 The College will decide on an annual basis through its academic bodies a pre-determined and manageable number of M.Phil. and/or Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar- teacher ratio (as indicated in sub-clause 7.5 of clause 7 of this regulation) laboratory, library and such other facilities.

6.2.2 The college will notify well in advance in the institutional website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates.

6.3 The admission shall be based on the criteria notified by the Institution, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.

6.4 The admission will be done through two stage process:-

6.4.1 An Entrance Test shall be qualifying with qualifying marks as 50%. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be subject specific. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of centers, if any, also to be notified well in advance) at the level of the college.

6.4.2 This entrance test will be named as **Jamshedpur Women's College Research Entrance Test : (YY)**. In abbreviated form it will be usually named as **JWCRET : (YY)**. The candidate having M.Phil. or equivalent degree/UGC/CSIR NET-Jharkhand SLET will also submit online application form. However, their application forms will be segregated and put in the exempted list.

6.4.3 The 'JWCRET' will have three components:-

6.5 TEST–A: Assessment of Logical and Analytical Capability:-

6.5.1 This **JWCRET** is aimed to assess the logical and analytical thinking, quantitative ability, general knowledge, knowledge of computer usages, and language skills. The MCQs in this section would be aimed to test the logical and analytical capabilities of the candidate, rather than memory power of candidates. Questions in this test will generally be at a level equivalent to class 10th (JAC /CBSE/ICSE). This test would be common across Faculties and will be treated as preliminary screening test so that only those candidates who qualify the **Test–A** would be eligible to be considered further

6.5.2 Question Pattern: This test will have a total of 60 MCQs distributed as follows:

- i. 10 questions for testing logical thinking
- ii. 10 questions for testing quantitative ability
- iii. 10 questions for testing general knowledge
- iv. 10 questions for testing awareness of computer usages
- v. 20 questions for testing language skills (this Test will include three subsets of 10 questions each relating to knowledge of Hindi, English and Sanskrit, respectively, of which the candidate may answer any two subsets (10+10 questions in any two languages)

6.5.3 Duration: This test will be of 60 minutes duration and 180 marks.

6.5.4 Marking Pattern: Each question will carry 03 (three) marks for correct answer and 01 (one) negative mark for a wrong answer.

6.5.6 Minimum Cut off: A candidate must secure a minimum of 40% marks (72 marks in aggregate) in Test A to be eligible for further consideration.

6.6 TEST–B: Assessment of Subject Knowledge:-

6.6.1 This Test would focus on assessing the subject knowledge of the candidate in the discipline in which she has done her P.G. This test will be conducted in conjunction with the Test–A.

6.6.2 Duration: This test will be 60 min (1 hr).

6.6.3 There will be 60 MCQ type questions (total 180 marks), with 03 (three) marks each for correct answer and 01 (one) negative mark for a wrong answer.

6.6.4 Discipline MCQs will be based on the PG syllabus followed at JWC and UGC/CSIR-NET Syllabus in the given discipline. These would cover all areas in the discipline equitably.

6.6.5 The MCQs will be designed to examine understanding and analytical ability.

6.6.6 Test – B would be checked and marked only if the candidate qualifies in the Test–A

6.6.7 A candidate must secure at least 50 %- for General category, 45%- for OBC category & 40%- for SC & ST category- marks in the Test– B to be considered further.

6.6.8 The college administration will conduct Test A & Test B either itself or through reputed & transparent Testing agencies. The necessary steps for outsourcing these both tests, if required, shall be taken by the College as per existing rules & regulations in this regard.

6.7 Test– C: Interview/Viva Voce:-

6.7.1 Among those who obtain the qualifying marks at Test– B as mentioned in **sub clause no. 6.6.7** of this regulation, names of 3 times the number of JWCRET seats available in the discipline will be shortlisted for Test– C of the selection process to be conducted by the concerned department. These names will be selected strictly on the basis of merit in Test–B, without any consideration of marks obtained in the Test–A. All eligible JWCRET- exempt category candidates shall also take TEST -C of the selection process.

6.7.2 The Test- C will be conducted in the concerned department by a Board duly appointed by the Principal. This board will consist of all members from Research Advisory Committee of concerned department & will be chaired by HOD. The Principal shall appoint a 'Member Observer' from any other department from the same faculty. The Interview/Viva Voce will carry a total of 50 marks for its two components, viz., writing a one page research proposal (20 marks) followed by personal interview (30 marks).

6.7.3 All the candidates called for this Test, will be asked to write on the spot one page (A4 size) research proposal of their choice in 30 minutes and submit the same to the HOD. The Research proposal need not be related to the work that the candidate may actually carry out if registered for Ph.D. This would essentially be a hypothetical research proposal wherein the candidate will provide a title and write the objective/s, methodology and possible outcomes. This would not be longer than 500 words.

6.7.4 All the members will evaluate the performance of the candidate in writing of research proposal & personal interview separately & the average marks of all will be awarded to the candidate. The interview/viva-voce organized by the department should discuss research interest/area of a candidate. The Committee will examine the Research proposal submitted by the candidate and ask questions relating to it and other questions, including those relating to the area in which the candidate expects to undertake research, if selected, to test her competence for research in the discipline as well as is the proposed area of research can contribute to new/additional knowledge.

6.7.5 A candidate applying in more than one discipline, will appear at Test C separately in each of the disciplines for which she has applied and shortlisted.

6.7.6 After completion of above mentioned steps a merit list shall be prepared by the College for each and every department with one waiting list. The candidate selected in the merit list will be given reporting time for 10 days. After that the candidate from waiting list will get opportunity. While preparing the merit list & waiting list the then existing reservation policy shall be followed strictly. The reserve category seat on which no candidate is found eligible/available shall be fulfilled by the other category candidate as per existing rules of the college in this regard.

6.7.7 The College will maintain the list of all the M.Phil./ Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of her research, name of her supervisor/co-supervisor, date of enrollment/registration.

7. ALLOCATION OF RESEARCH SUPERVISOR: ELIGIBILITY CRITERIA TO BE A RESEARCH SUPERVISOR, CO- SUPERVISOR, NUMBER OF M.PHIL./PH.D. SCHOLARS PERMISSIBLE PER SUPERVISOR, ETC.

7.1 Any regular Professor of the College with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the college with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the college may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

7.2 Only a full time regular teacher of the College can act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.

7.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Department concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.

7.4 In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College on such terms and conditions as may be specified and agreed upon by the Colleges.

7.5 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. and four (4) Ph.D. scholars. If the M.Phil./Ph.D. candidate registered under a supervisor, has successfully submitted her Dissertation/Thesis after due procedure & final viva-voce is pending, her seat may be treated as vacant.

7.6 In case of relocation of an M.Phil/ Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Institute to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

8. COURSE WORK: CREDIT REQUIREMENTS, NUMBER, DURATION, SYLLABUS, MINIMUM STANDARDS FOR COMPLETION, ETC.

8.1 The credit assigned to the M.Phil./Ph.D. course work shall be of 12 credits as per following table;

Semester	Name of the Course	Credits	Teaching/Mentoring Hours	Total
1	Basic Course 1 BC 101 : Research Methodology, Research Ethics & Computer Application (Content should be distributed in atleast5 units)	04	15h/credit/wk	60h/sem
	Basic Course 2 BC 102 : Comprehensive overview of concerned subject/discipline (Content should be distributed in atleast 5 units)	04	15h/credit/wk	60h/sem
	Advance Course AC 101 : Subject or Discipline Specific Course; focusing the interdisciplinary knowledge domain approach (Content should be distributed in atleast5 units)	04	15h/credit/wk	60h/sem

8.2 The course work shall be treated as prerequisite for M.Phil./Ph.D. preparation. 04 credits shall be assigned to a single course/paper out of 3 courses/papers. Basic course 1 should be focused on research methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Basic Course 2 should be focused on the comprehensive overview of concerned subject/discipline. The 3rd course/paper shall be advance level course/subject or discipline specific course focusing the interdisciplinary knowledge domain which would be helpful towards preparing the students for M.Phil./Ph.D. degree.

8.3 All courses prescribed for M.Phil./Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. Nomenclature of the course shall be duly approved by the authorized academic bodies.

8.4 The Department where the scholar pursues her research shall prescribe the course(s) to her based on the recommendations of the Research Advisory Committee.

8.5 All candidates admitted to the M.Phil. and Ph.D. programmes shall be required to complete the course work prescribed by the Department during the initial one semester. After successful completion of Course work a candidate should be engaged in Literature Review/Preparation & Finalization of Research Proposal/Synopsis & Supervisor/co-supervisor in initial 3 months of 2nd semester. Once the topic & Supervisor is finalized the candidate may prepare her dissertation/thesis. The registration date of the candidate will be admission date in M.Phil./Ph.D. Programme.

8.6 Candidates already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. or Ph.D. and have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

8.7 Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Research Advisory Committee/Examination department.

8.8 An M.Phil./Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time.

8.9 After successful completion of Course Work a research scholar of M.Phil./Ph.D Programme will continue to write her dissertation on the duly approved topic and submit it before the stipulated date & time (before the end of Semester 4). Dissertation of M.Phil. will consist of 30 Credits & Viva-Voce 6 (4 external + 2 internal) Credits. Entire M.Phil. programme will consist of 48 Credits.

8.9.1 After successful completion of Course Work a research scholar of Ph.D. Programme will continue to write her thesis on the duly approved topic and submit it before the stipulated date & time. The M.Phil scholar shall be eligible to submit her dissertation after completion of 2 semesters & the Ph.D. scholar shall be eligible to submit her thesis after completion of 6 semesters.

9. RESEARCH ADVISORY COMMITTEE AND ITS FUNCTIONS:

9.1 There shall be a Research Advisory Committee, or an equivalent body for similar purpose as defined in the Statutes/Ordinances of the Institution concerned, for each M.Phil. and Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee will be formed comprising of all permanent faculty members and the then Head of the department shall act as chairperson of the RAC by default. The Dean of the concerned faculty will be acting as supervisor of the RAC activities. Presence of at least two third of the members shall be essential to fulfill the quorum. RAC shall have the following responsibilities:

9.1.1 To review the research proposal and finalize the topic of research;

9.1.2 To guide the research scholar to develop the study design and methodology of research and identify the

course(s) that she may have to do.

9.1.3 To periodically review and assist in the progress of the research work of the research scholar.

9.2 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the College with a copy to the research scholar.

9.3 In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the College with specific reasons for cancellation of the registration of the research scholar.

10. CHANGE OF TOPIC :

Under extra-ordinary circumstances the RAC/BoS may change the topic of research on the request of the M.Phil./Ph.D. research scholar and the consent of the supervisor communicated to the Head of the Department. The concerned topic may be changed within Three (03) months of the date of approval of the topic by the RAC/BoS. After that no change shall be permitted in any circumstances.

11. CHANGE OF SUPERVISOR:

The BoS shall have the power to change of supervisor:

11.1 Under extra-ordinary circumstances the BoS may change the supervisor of the research scholar on the recommendation of the RAC of the Department concerned.

11.2 However, normally the change of Supervisor shall not be permitted after the completion of 03 months of the date of allotment of the candidate to the supervisor

12. ATTENDANCE:

M.Phil./Ph.D. research scholars shall be required to be present in the College/Department. Their presence shall be duly recorded and maintained in the Department concerned. Attendance of a candidate should not be less than 75% per month to appear in written exam. The candidate having Junior Research Fellowship or any such financial assistant are supposed to be contribute in departmental curriculum for UG & PG programmes as decided by the department concerned with consent of supervisor.

13. FELLOWSHIP:

M.Phil./Ph.D. research scholars having JRF or other such types of financial assistant from Central/state funding agencies will be facilitated to avail the fellowship/ freeship as per guidelines of the UGC/funding agencies.

14. EVALUATION AND ASSESSMENT METHODS, MINIMUM STANDARDS/ CREDITS FOR AWARD OF THE DEGREE, ETC.:

14.1 The entire M.Phil. Course will be of 48 Credits as per following details;

Course Work : 12 Credits (4+4+4)

(Note: Each paper will be evaluated by 70 marks for end semester & 30 marks for internal assessment. Internal assessment should be done in the manner of Seminar Paper, Assignment, Book review, Field Survey, Group task etc.)

14.1.1 M.Phil Dissertation: 30 Credits

14.1.2 Viva-Voce: 6 Credits (External 4 credits + Internal 2 Credits)

14.1.3 Ph.D. Scholar should clear Course work in the same way as M.Phil. & there will be no credit system for Ph.D. Programme excluding Course Work.

14.2. Assessment Method of Course Work Examination:

Title of the Course	Internal Assessment		End Semester Examination		
Basic Course 1 BC 101 : Research Methodology, Research Ethics & Computer Application (Contents should be distributed into 5 units at least)	30 Marks	Seminar Paper & Presentation 10 Marks	A candidate shall prepare at least 10 pages seminar paper & present it before the RAC members, other research scholars of the same/sister department/s & PG Students. The topic of the paper shall be provided by the RAC. This presentation will be evaluated by each RAC member and average of this will be granted to the candidate. The candidate has to defend his points if questions come from the attendees.	70 Marks	5 MCQ type 5 Questions having 2 Marks each.
		Term Paper 10 marks	A candidate shall submit an assignment on the topic provided by the RAC. The evaluation of this will be done by the any teacher of the department as decided by Head of the RAC.		Short Answer Type Questions 7 having 5 marks each. Out of 7 such questions examinee has to answer any 4.
		Viva Voce 10 Marks	Viva-voce of the candidate will be conducted by the RAC.		5 Long Answer type questions having 20 marks each. Out of which examinee has to answer any 2.

Basic Course 2 BC 102 : Comprehensive overview of concerned subject/discipline (Contents should be distributed into 5 units at least)	30 Marks	Seminar Paper & Presentation 10 Marks	A candidate will prepare at least 10 pages seminar paper & present it before the RAC members, other research scholars of the same/sister department/s & PG Students. The topic of the paper shall be provided by the RAC. This presentation will be evaluated by each RAC member and average of this will be granted to the candidate. The candidate has to defend his points if questions come from the attendees.	70 marks	5 MCQ type 5 Questions having 2 Marks each.
		Term Paper 10 marks	A candidate shall submit an assignment on the topic provided by the RAC. The evaluation of this will be done by the any teacher of the department as decided by Head of the RAC.		Short Answer Type Questions 7 having 5 marks each. Out of 7 such questions examinee has to answer any 4.
		Viva Voce 10 Marks	Viva-voce of the candidate will be conducted by the RAC.		5 Long Answer type questions having 20 marks each. Out of which examinee has to answer any 2.
Advance Course AC 101 : Subject or Discipline Specific Course; focusing the interdisciplinary knowledge domain approach (Contents should be distributed into 5 units at least)	30 marks	Seminar Paper & Presentation 10 Marks	A candidate will prepare at least 10 pages seminar paper & present it before the RAC members, other research scholars of the same/sister department/s & PG Students. The topic of the paper shall be provided by the RAC. This presentation will be evaluated by each RAC member and average of this will be granted to the candidate. The candidate has to defend his points if questions come from the attendees.	70 Marks	5 MCQ type 5 Questions having 2 Marks each.

		Term Paper 10 marks	A candidate shall submit an assignment on the topic provided by the RAC. The evaluation of this will be done by the any teacher of the department as decided by Head of the RAC.		Short Answer Type Questions 7 having 5 marks each. Out of 7 such questions examinee has to answer any 4.
		Viva Voce 10 Marks	Viva-voce of the candidate will be conducted by the RAC.		5 Long Answer type questions having 20 marks each. Out of which examinee has to answer any 2.

14.3 The grading system will be followed as per existing rule of Examination Department of JWC.

15. APPOINTMENT OF EXAMINERS:

15.1 For M.Phil:

For the purpose of appointing the external examiner, a list minimum 6 proposed examiners {out of which 3 from same state (not in employment of this College) & 3 from any state of India} who have expertise in the field associated with the M.Phil. research topic shall be submitted by the concerned Supervisor to the Head of the concerned Department (HoD) at least one month before the due date of submission of the M.Phil. dissertation. The list of proposed examiners shall be forwarded by the HoD to the Controller of Examinations within 3 days of the receipt of the said list. The list of proposed examiners shall be forwarded by the Controller of Examinations to the Principal within 5 days of the receipt of the said list. The Principal shall appoint the one external examiner for evaluation of the M.Phil. dissertation, at her/his discretion out of the aforesaid list the proposed examiners or any other person who, in her/his opinion, has expertise in the field associated with the M.Phil. research topic. If there is any dispute regarding internal examiner the Principal would be final authority to change/nominate the internal examiner who, in her/his opinion, has expertise in the field associated with the M.Phil. research topic. After getting consent from appointed external examiner the Controller of Examination will send the M.Phil dissertation for the evaluation. After receiving reports from external examiners and internal examiner (Supervisor, in ordinary conditions) the Controller of Examinations will proceed further for getting necessary approval from principal to arrange open viva-voce Examination.

15.2 For Ph.D.:

For the purpose of appointing the external examiners, a list minimum 8 proposed examiners {out of which 4 from same state (not in employment of the College) & 4 from any state of India} who have expertise in the field associated with the Ph.D. research topic shall be submitted by the concerned Supervisor to the Head of the concerned Department (HoD) at least one month before the due date of submission of the Ph.D. thesis. The list

of proposed examiners shall be forwarded by the HoD to the Controller of Examinations within 3 days of the receipt of the said list. The list of proposed examiners shall be forwarded by the Controller of Examinations to the Principal within 5 days of the receipt of the said list. The Principal shall appoint the two external examiners for evaluation of the Ph.D thesis, at her/his discretion out of the aforesaid list the proposed examiners or any other person who, in her/his opinion, has expertise in the field associated with the Ph.D research topic. If there is any dispute regarding internal examiner the Principal would be final authority to change/nominate the internal examiner who, in her/his opinion, has expertise in the field associated with the Ph.D research topic After getting consent from appointed external examiners the Controller of Examination will send the Ph.D. thesis to both external examiners as well as to the internal examiner (Supervisor in ordinary conditions) for evaluation. After receiving reports from external examiners and internal examiner (Supervisor in ordinary conditions) the Controller of Examinations will proceed further for getting necessary approval from principal to arrange open viva-voce Examination. The principal shall appoint one external examiner to conduct viva-voce examination of the research scholar.

15.3 The viva-voce of the research scholar to defend the dissertation shall be conducted only if she obtains minimum credits required to qualify the examination fixed for dissertation. The degree of the M.Phil. shall be awarded only after successful completion of Viva-Voce for which it is essential to obtain not less than 55% of marks or its equivalent grades in Viva-voce.

15.4 Upon satisfactory completion of course work, and obtaining the marks/grade prescribed in sub-clauses 7.8 above, as the case may be, the M.Phil./Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by college.

15.5 Prior to the submission of the dissertation/thesis, the scholar shall make a presentation in the Department before the Research Advisory Committee of the Institution concerned which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the Research Advisory Committee.

15.6 M. Phil. scholars shall present at least one (1) research paper in a conference/seminar and Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

15.7 The Academic Council of the college shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

15.8 The public viva-voce of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner in case of M.Phil. Dissertation, or one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend viva-voce, the College shall send the dissertation/ thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also

unsatisfactory, the dissertation/ thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

15.9 The viva-voce examination shall be conducted by the Viva-Voce Board which shall consist of the following members:

- a) The Principal or her/his nominee.
- b) The Dean of the concerned Faculty
- c) The Head of the Department who shall be the Chairman
- b) The concerned supervisor
- e) The external examiner who has evaluated the M.Phil. dissertation/Ph.D. thesis. The name of the external examiner finalized by the appropriate authority shall be forwarded by the Controller of Examinations to the Head of the concerned Department (HoD), who shall complete other formalities including finalizing the date for the conduct of the Viva- Voce Examination in consultation with the supervisor.

16. SUBMISSION OF THE DISSERTATION/THESIS (before the Pre submission Viva-voce examination):

The candidates are required to submit their dissertation/thesis in following manner-

Three (3) spiral binding and soft copies in compact discs (CDs) each of the dissertation/thesis shall be submitted.

17. SUBMISSION OF THE DISSERTATION/THESIS (before the Final Viva-voce examination):

The candidates are required to submit their dissertation/thesis in following manner-

17.1 Five (5) hard bound and soft copies in compact discs (CDs) each of the dissertation/thesis shall be submitted.

17. 2 Five (5) copies of the summary containing findings of research work presented in the dissertation/thesis shall be submitted at the time of submission of the dissertation/thesis.

18. TYPING SOFTWARE, LANGUAGE , FONT

18.1 For the dissertation/thesis written in English Language the script will be Times New Roman with font size 12 for text with 16 font size for headings & titles. For referencing MLA style will be applicable. This will be typed on Microsoft office Word typing software on A4 sized paper setting with 1.5 spacing at Left & right & 1 spacing at top & bottom. The space between lines would be 1.5.

18.2 For the dissertation/thesis written in English or any scheduled Indian Language the script will be Unicode MS with font size 12 for text with 16 font size for headings & titles. For referencing MLA style will be applicable. This will be typed on Microsoft office Word typing software on A4 sized paper setting with 1.5 spacing at Left & right & 1 spacing at top & bottom. The space between lines would be 1.5.

18.3 The title of the dissertation/thesis shall be bilingual, in Hindi and English.

19. ACADEMIC, ADMINISTRATIVE AND INFRASTRUCTURE REQUIREMENT TO BE FULFILLED BY COLLEGES FOR GETTING RECOGNITION FOR OFFERING M.PHIL./PH.D. PROGRAMMES:

19.1 Post-graduate Departments of College may be considered eligible to offer M.Phil./Ph .D programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these Regulations.

19.1.1 In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply.

19.1.2 Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/ library for reading, writing and storing study and research materials.

19.1.3 Colleges may also access the required facilities of the neighbouring Institutions/Colleges, or of those Institutions/Colleges/R&D laboratories/Organizations which have the required facilities.

20. TREATMENT OF PH.D / M.PHIL. THROUGH DISTANCE MODE/PART-TIME:

20.1 Notwithstanding anything contained in these Regulations or any other Rule or Regulation, for the time being in force, the College will not conduct M.Phil. and Ph.D. Programmes through distance education mode.

20.2 Part-time Ph.D will be allowed provided all the conditions mentioned in the extant Ph.D Regulations are met.

21. DEPOSITORY WITH INFLIBNET:

21.1 Following the successful completion of the evaluation process and before the announcement of the award of the M.Phil./Ph.D. degree(s), the college shall submit an electronic copy of the M.Phil. dissertation /Ph. D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.

21.2 Prior to the actual award of the degree, the college shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of these UGC Regulations, 2016.

22. .REMOVAL OF DIFFICULTIES:

22.1 Notwithstanding anything contained in this ordinance, the Principal may take such measures, as may be necessary, in accordance with provisions of UGC (Minimum Standards and procedure for Award of M.Phil/Ph.D Degrees) Regulation, 2016.

22.2 The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of M.Phil. dissertation/ Ph.D. thesis within a period of six months from the date of submission of the dissertation/thesis.

23 . FEE STRUCTURE

Name of the Research Programme	Admission Fee (including registration fee)	Course Work Fee (including semester end exam)	Research Facilities Fee	Examination fee (including viva-voce)	Total
M.PHIL (Non Practical Subject)	7,500/-	25,000/-	3,000/-per semester	8,000/-	52,500/-
M.PHIL (Practical Subject)	9,000/-	25,000/-	3,000/-per semester	10,000/-	56,000/-
PH.D. (Non Practical Subject)	25,000/-	25,000/-	3,000/-per semester	15,500/-	1,01,500/-
PH.D. (Practical Subject)	25,000/-	25,000/-	3,000/-per semester	17,500/-	1,03,500/-
Provisional Certificate Fee : Rs. 500/- Degree Fee: Rs. 1000/-					
☞ The fee structure will be revised from time to time.					