

SARDAR PATEL UNIVERSITY

Vallabh Vidyanagar

Rules for Recognition of Research Guides and Admissions to the M. Phil. Programme in the University (w.e.f. June - 2015)

1. Eligibility Criteria for Recognition as Supervisor for M. Phil.

- R.PG.MPhil.1 : A teacher in a PG Department/recognised Institute shall hold a Ph.D. degree in the discipline concerned or in a related discipline in order to be recognised to supervise at M. Phil.
- R.PG.MPhil.2 : A full time teacher (with UGC scale and cadre) who has already been recognised for guiding research work leading to Ph.D. Degree stands recognised ipso facto as a teacher for M. Phil. Programme in the relevant subject.
- R.PG.MPhil.3 : Other full time teachers with Ph. D. degree shall have minimum two years of teaching/research experience at the P.G. level or minimum four years of teaching experience at UG level to be eligible for recognition for the M. Phil. Programme, provided they have a minimum of three published papers, in peer-reviewed Indian/foreign journal/s of repute with ISSN number or as a chapter in a book with ISBN number as per the UGC Regulations of 11 July 2009. Of these at least two shall be after getting Ph. D. degree in the last three years prior to the date of applying for recognition.
- R.PG.MPhil.4 : The University shall constitute a Committee for Recognition as M. Phil. Guide with the following as members to evaluate the application with regard to the fulfilment of the above criteria before recommending recognition of a teacher as a M. Phil. guide: (1) Head of the P. G. Department concerned (Chairman of the Committee); (2) Dean of the faculty concerned; (3) Chairman of the Board of the Studies; (4) One expert in the relevant subject from outside the Department; and (5) Two Senior Teachers of the related subject in the PG Department, who are active researchers. All the members of this committee shall hold a Ph. D. degree and be recognised Ph. D. Guides. This committee shall hold office for three years. It shall meet at least once a year to consider applications for recommending recognition as M.Phil. guide by deciding on each case individually on merit, taking into account the applicable above criteria.

2. Procedure for Admission

- R.PG.MPhil.5 : a. The M. Phil. programme in each faculty will be of one year or two semesters.
- b. Applicants for admission to M. Phil. shall be required to have a minimum 50% score under any evaluation system at the Master's level in the subject concerned.
- c. Applicants who have qualified UGC/CSIR (JRF) Examinations/NET/SLET/GATE/JEST, or have secured such any other national level fellowship for research shall be exempted from the M. Phil. Entrance test and will be given priority in the admission.

- d. Admission to M. Phil. shall be through the M. Phil. Entrance Test to be conducted in the University by the P. G. Department/recognised Institute concerned in each discipline.
- e. Once the results of the M. Phil. Entrance Test are declared, the concerned P. G. Department shall notify a merit list and organize a formal counselling-cum-interview session.
- f. The PG Department concerned shall call candidates for counselling-cum-interview session according to merit, wherein these candidates shall be expected to discuss their research interest/area in the context of their Research Proposals with the members of the Research Committee.
- g. Each P. G. Department/recognized Institute shall admit only a pre-determined number of students to its MPhil programme.
- h. International students shall be exempted from the M. Phil. Entrance Test.
- i. The University shall decide on the honorarium for paper setting and conduct of M. Phil. Entrance Test from time to time. The honorarium shall be as follows in the meanwhile: (i) Paper setting: Rs.1000/-; (ii) Providing solution to the items in the Entrance Test: Rs.500/-; and (iii) Honorarium for coordinator, senior and junior supervisors, assessment, other secretarial work etc. shall be as per the rules governing university examinations.

R.PG.MPhil.6 : The University shall lay down and decide, on an annual basis, a predetermined and manageable number of M. Phil. students, based on the number of teachers recognised to guide for M. Phil. in any given subject-discipline. No supervisor shall have more than the number of MPhil students (including students from all universities in the state of Gujarat) beyond the following quota at any given point of time: (a) Professor–05; Associate Professor–05; and Assistant Professor–5. However, he/she shall be allowed to take eligible international student applicants against supernumerary seats, or in addition to the above numbers.

R.PG.MPhil.7 All available seats for M. Phil. admissions in a P.G. Department/recognised Institute shall be distributed into categories in percentage of seats as operable as per University/State Government rules.

R.PG.MPhil.8 : Admissions shall be offered once a year, generally in July/August every year in available subject discipline.

3. Core Committee

R.PG.MPhil.9 : A Core Committee shall be constituted by the Head of a P. G. Department/ recognised Institute with at least three members with identification of any one as convener in a P. G. Department/recognised Institute concerned Dean of respective faculty would be invited on this committee for the smooth conduct of the M. Phil. Entrance Test.

R.PG.MPhil.10 : The Core Committee shall specify the syllabus content for the test and display it on the notice board of respective P. G. Department/Institute. The test shall cover the contents of the core courses only, and not the elective courses offered in the respective subject-discipline at the Master's level.

R.PG.MPhil.11 : In case of M. Phil. programme in subjects being offered in a P. G. Department as well as in an affiliated college/s, the P. G. Department

concerned shall conduct a common M. Phil. Entrance Test for admission against seats in both the P. G. Departments and an affiliated college/s.

- R.PG.MPhil.12 : The Tests shall be of 100 marks and 3 hours duration. The format of the Entrance Test paper shall be as follows: Section-I (10 marks; 10 test items of objective type covering general knowledge of the subject); Section – II (40 marks; test items of objective type in multiple choice format on the subject); Section – III (25 marks; five short-answer question on the subject); and Section – IV (25 marks; long-answer questions with or without sub-questions on the subject). This test shall carry a weightage of 60% in the final merit list, and the remaining 40% of weightage shall be given to the percentage of marks in aggregate / grades or it's equivalent percentage obtained by an applicant in examination at the master level (Including integrated courses) in the respective subject. If equivalent percentage is not indicated in final grade sheet, the CGPA / GPA of such applicant will be proportionately converted in to the percentage according to the conversion formula of Sardar Patel University a final merit list will be prepared and notify by the Department/University.
- R.PG.MPhil.13 : The Core Committee shall set the question paper, provide solution to the test paper, conduct the test, assess the answer sheets, prepare and display merit list based on the results, and arrange a counselling-cum-interview session of qualified applicants with the Research Committee in the P. G. Department/ recognised Institute concerned, as the case may be.
- R.PG.MPhil.14 : All P. G. Departments shall take due care to follow the reservation policies prescribed by the Union and/or State Government while granting admission to applicants qualifying finally for a place on their M. Phil. Programmes.

4. Research Committee

- R.PG.MPhil.15 : The Head of the P. G. Department/recognised Institute shall constitute a Research Committee consisting of the Head of the P. G. Department/ recognised Institute concerned as the chair; three senior teachers in the subject or allied subject in the P. G. Department/recognised Institute, who are active researchers/research guides in the subject as members and Dean of respective faculty would be invited on this committee. The tenure of the Committee shall be three years. The names of the members of the Committee shall be communicated to the University from time to time. A meeting of the Committee shall be convened for admission in June/July every year and as and when needed during a year to consider issues related to the conduct of the M. Phil. programme.
- R.PG.MPhil.16 : M. Phil. registrations (full time or part time) shall be finalized after counselling-cum-interview with the Research Committee of the Department. The Research Committee shall recommend a list of applicants to the University for it to grant them admissions. All M. Phil. guides, other than the members of the Research Committee, who have vacancies available with them, shall be specially invited to attend the meetings of the admission.

5. Allocation of Supervisor

- R.PG.MPhil.17 : The Department/Institute concerned shall, in a formal manner, decide on the allotment of a supervisor for each of the selected candidates, depending on the number of students per supervisor, the available specializations with the supervisors, and the research interest of the student as indicated by the student during counselling-cum-interview session. The allotment of a supervisor shall, in no case, be left to the individual student or the supervisor.
- R.PG.MPhil.18 : The topic of the dissertation will be fixed through consultation with the guide and must have the approval of the Research Committee.
- R.PG.MPhil.19 : The Research Committee of the concerned department will be in-charge of the overall functioning of the M. Phil. Programme.

6. Examination and Passing Standard

- R.PG.MPhil.20 : The scheme of Examination for the M. Phil. Degree Programme (annual/semester) shall remain as it is unless changes are proposed and approved by the Board of Studies within existing structure of each faculty in any given subject. However, the changes made in the regulations as per the UGC Regulations of 11 July 2009 shall be operative.
- R.PG.MPhil.21 : In order to be eligible to appear at the M. Phil. Examination conducted by the University, the students should: (a) have obtained at least 40% marks in individual heads of passing at the internal test to be conducted by the P.G. Department; and (b) have attended 75% of the total working days on each of the courses of the study separately for each term to the satisfaction of the Head of the P. G. Department.
- R.PG.MPhil.22 : All the M. Phil. students shall be required to clear three courses of three credits each (three hours teaching per subject per week) according to the existing structure for annual/semester. However in the semester system if student failing under any head of examinations he/she may be permitted to continue his/her study in the next semester.
- R.PG.MPhil.23 : The ratio between the Internal and External assessment for theory courses shall be 30:70. For the purpose of internal assessment the department will hold at least one written test during the each semester/term and the record of the internal assessment will be maintained by the Department.
- Moreover, the ratio between the Internal and External assessment for dissertation shall be 30:70. Viva-Voice shall be conducted for 30%, internal assessment. While equal weightage (50% & 50%) shall be given to internal guide & external guide assessment of 70% of external assessment for M. Phil. Dissertation.
- R.PG.MPhil.24 : A full-time M. Phil. student shall submit to the university four copies of the dissertation by the end of the academic year/second semester but latest any time within a year from the date of appearing at the university examination. A part time student shall be allowed to submit his/her dissertation only after completion of one more year/two more semesters after taking the university written examination. However, a student may

be granted a clearly-specified extension on a written recommendation made by the Research Committee in genuine cases. For this late fees will have to be paid by the candidate for all the extended terms/semesters.

- R.PG.MPhil.25 The dissertation shall contain certificate of originality in the following form:

Certificate	
<p>Certified that the work incorporated in this dissertation entitled “ _____ ” submitted by me comprises the result of independent and original investigations that I carried out. The materials obtained from other sources and used in the dissertation have been acknowledged appropriately.</p>	
Place: _____	Signature of the Research Student
Date : _____	Signature of the Research Student
<p>Certified that the work mentioned above was carried out under my/our guidance.</p>	
Place: _____	Signature of the Research
Date : _____	Signature of the Research
Guide(s)	Signature of the Research
<p>Forwarded through the Head:</p>	

- R.PG.MPhil.26 : The dissertation produced by the M. Phil. Students in the P. G. Departments/ recognised Institutes and submitted to the University shall be evaluated by at least one external examiner from within the state or outside as decided by the university from the panel of three examiners submitted by the respective guide and head of the department.
- R.PG.MPhil.27 : On receipt of result from the external examiners the supervisor and two M. Phil. recognized teachers will arrange an open viva-voce examination in the P. G. Department concern as per existing rule and M. Phil. Students shall undergo a viva voce examination in the P. G. Department concerned.
- R.PG.MPhil.28 : The final results for the M. Phil. examination will be declared on the basis of the marks secured by the candidate on all the theory courses, viva voce, dissertation and an open viva-voce examination of dissertation prescribed for M. Phil. Degree.

7. Standards of Passing

- R.PG.MPhil.29 : A candidate shall obtain at least 40% marks on each head at the University examination and 40% in the total of the Internal test and the University Examination, and at least 50% marks in dissertation and Viva-Voce examination put together in order to pass the M. Phil. Examination and to be awarded the Degree.

8. Award of Class

- R.PG.MPhil.30 : (1) A candidate who obtains 70% or more marks in the aggregate of all courses including dissertation and viva-voce taken together shall be declared to have pass the examination in first class with distinction.
- (2) A candidate who obtains less than 70% and 60% or more marks in the aggregate of all courses including dissertation and viva-voce taken together shall be declared to have passed the examination in first class.
- (3) A candidate who obtains less than 60% and 50% or more marks in the aggregate of all courses including dissertation and viva-voce taken together shall be declared to have passed the examination in second class.

9. Submission of Copies to the UGC and the Commissioner of Higher Education

- R.PG.MPhil.31 : The University shall, within a period of thirty days after the completion of the evaluation process and notification of the award of M. Phil. degree, submit a soft copy of a M. Phil. dissertation to the UGC for hosting it on INFLIBNET thus allowing open access to it to all Institutions/Universities in the country; and to the Commissioner of Higher Education, Government of Gujarat.
- R.PG.MPhil.32 : The University shall issue a provisional certificate at the earliest certifying to the effect that the M. Phil. degree has been awarded in accordance with the provisions to UGC regulation June, 2009 (Minimum standards and procedures for awards of M. Phil. /Ph.D. Degree) stands conferred on the research student along with the M. Phil. notification.
- R.PG.MPhil.33 : The decision of the Vice-Chancellor shall be final and binding for all in the interpretation of any provision contained in these rules and regulations.
