



Shivaji University, Kolhapur

From the Desk of Vice Chancellor



Prof. (Dr.) Devanand B. Shinde
Vice Chancellor

Dear Researchers,
Greetings!

It is indeed great pleasure to extend you warm welcome to Shivaji University. This university is carrying ahead a legacy of remarkable achievements and milestones on research front. It has created young researchers and scientists, who have been contributing research and development, in different areas.

Research is known to be the thrust of university education system, in creation of new knowledge, exploring new ideas and finally using the research outcome towards betterment of society and mankind.

Our university looks upon research as a potential to development of that particular specialization and ultimately taking it to further advancements like Intellectual Property Rights (IPR), generation of patents, etc.

Our university is keen in undertaking research in upcoming areas and inspire the researchers for taking research in interdisciplinary areas, as well. Here, we offer the infrastructure and expertise that will definitely go hand in hand, for capacity building and support of our research students. The University provides a research platform to our researchers to bring global access and opportunities.

My best wishes to you all for your successful research endeavors and I am sure that you will come up with new innovations and new techniques on need based research front .

Prof. (Dr.) Devanand B. Shinde
Vice Chancellor

M. Phil. and Ph. D. Prospectus

For the Academic Year : 2017-18

For more Information : www.unishivaji.ac.in
<http://online.shivajiuniversity.in>

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List of Abbreviations

| Abbreviation | Full Form |
|--------------|---|
| BOR | Board of Research |
| RRC | Research and Recognition Committee |
| BOS | Board of Studies |
| BOD | Board of Deans |
| RAC | Research Advisory Committee |
| DRC | Departmental Research Committee |
| CRC | Central Research Committee |
| JROD | Joint Report of Open Defence |
| MCQ | Multiple Choice Questions |
| CSIR ‘ | Council of Scientific & Industrial Research |
| DEE | Director of Examinations and Evaluation |
| QIP | Quality Improvement Programme |
| UGC | The University Grants Commission |

Shivaji University, Kolhapur

Regulations for M.Phil./ Ph.D. Programme

(University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./ Ph.D. Degrees) Regulations, 2016 : Notification dated 5th May 2016)

R.R.D. 1. DATE OF APPLICATION:

A candidate seeking admission to the M.Phil./ Ph.D. Degree shall apply to the University in the prescribed application form, on or before the date, as notified by Shivaji University, Kolhapur.

R.R.D. 2. ELIGIBILITY:

For admission to the M.Phil./Ph.D programme in a related subject of concerned faculty, the applicant shall fulfill the following conditions:

1. Eligibility criteria for admission to the M.Phil. programme:

- 1.1 Candidates seeking admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's Degree by Shivaji University or by 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.
- 1.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, shall be allowed for those belonging to reserved categories (SC/ST/VJNT/OBC) and/or Differently-abled candidates as per policies of the Government prescribed 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.

2. Eligibility criteria for admission to Ph.D. programme:

Subject to the conditions prescribed from time to time under the rules, the following persons are eligible to seek admission to the Ph.D. programme:

- 2.1 Candidates seeking admission to the Ph.D. programme shall have a Master's degree or a professional degree declared equivalent to the Master's Degree by the Shivaji University or by 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.

A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, shall be allowed for those belonging to reserved categories (SC/ST/VJNT/OBC) and/or Differently-abled candidates as per policies of the Government prescribed 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.

- 2.2 Candidates who have cleared the M.Phil. course work (Theory Examination) of Shivaji University 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) shall be eligible to proceed to do research work leading to the Ph. D. Degree in Shivaji University in an integrated programme, provided the candidate joins such programme without any break.
- 2.3 A person whose M.Phil. dissertation has been evaluated and the viva voce is pending shall be eligible for admission to the Ph.D. programme of Shivaji University, Kolhapur.
- 2.4 Candidates possessing a M.Phil Degree of Shivaji University, Kolhapur or any other Statutory University or Degree considered equivalent to M.Phil. Degree of an Indian institution or 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 the Ph.D. programme.
- 2.5 Candidates qualified in UGC-NET (Including JRF)/UGC-CSIR NET (Including RF)/SLET/SET/ GATE (valid score) or teacher fellowship holders shall be eligible for admission to Ph.D. programmes. This rule shall also be applicable to those subjects for which M.Phil. Programme is not offered by Shivaji University.

R.R.D. 3. DURATION OF PROGRAMME:

- 3.1. M.Phil. programme shall be of a minimum duration of two consecutive semesters/ one year and a maximum of four consecutive semesters / two years.
- 3.2. Ph.D. programme shall be of a minimum duration of three years, including course work and a maximum of six years.
- 3.3. If the M.Phil thesis/ Dissertation of the candidate is ready, after the expiry of 2 (Two) years, the candidate may be allowed to submit his/her thesis by an extension of registration for two years, after paying the prescribed fee. He/she may submit his/her M.Phil thesis/ Dissertation within two years from the date of extension of registration. If the candidate fails to submit his/her thesis/ Dissertation within two years from extension of registration, his/her performance as well as registration will automatically stand cancelled and no separate communication shall be made by the university to the respective candidate.
- 3.4. If the Ph.D. thesis of the candidate is ready, after the expiry of 6 (six) years, the candidate may be allowed to submit his/her thesis by an extension of registration for two years, after paying the prescribed fee. He/she may submit his/her thesis within two years from the date of extension of registration. If he/she fails to submit his/her thesis within two years from extension of registration, his/her performance as well as registration will automatically stand cancelled and no separate communication shall be made by the university to the respective candidate.
- 3.5. For extension of registration of M.Phil/ Ph.D. Programme, the candidate shall apply to the University through the Research Guide/ Research Supervisor in the prescribed application form signed by concerned Head of the university Department/Principal /Director.
- 3.6. The women candidates and persons with disability (more than 40% disability) may be allowed an additional relaxation of one year for M.Phil. and two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave once in the entire duration of M. Phil. /Ph.D. for up to 180 days, and this period will not be counted as course period.
- 3.7. Candidates applying to the University as per Provisions mentioned above at 3.3, 3.4 and 3.6 shall apply to the University before 3 Months of the expiry of the maximum Duration. Delayed applications will not be entertained under any circumstance.

R.R.D. 4. PROCEDURE FOR ADMISSION TO M.PHIL. AND PH.D. :

- 4.1. Concerned Section of Shivaji University, Kolhapur shall notify on an annual basis a predetermined and manageable number of M.Phil. and/or Ph.D. scholars to be admitted depending on the vacancies available with Research Supervisors [as prescribed under UGC norms with respect to the Scholar – Research Supervisor ratio] and other academic and physical facilities available.
- 4.2. The Shivaji University, Kolhapur shall publish the Notification for admission to M.Phil and Ph.D. well in advance on its website and through advertisement in at least two national newspapers, of which one shall be a Marathi newspaper. The detailed information including

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, shall be made available on University official website (www.unishivaji.ac.in).

- 4.3. The admission to M.Phil./Ph.D. programme shall be based on the criteria notified by Shivaji University, Kolhapur, keeping in view the guidelines/norms in this regard issued by the University Grants Commission and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government prescribed from time to time.
- 4.4. All admissions for M.Phil. and Ph.D. programmes shall be through a Common Entrance Test conducted by Shivaji University, Kolhapur, except for those who have been specifically exempted under these rules. However the Merit list of M.Phil. and Ph.D. shall be prepared as per the eligibility criteria of respective programmes.
- 4.5. Foreign candidates complying the eligibility criteria (for those who have obtained Master's Degree from foreign Universities OR eligible Foreign National) are exempted from appearing for entrance test, however, they should appear for Interview in person / online.
- 4.6. Candidates appearing for the Post Graduate final year examination may appear for the entrance test. He / She should submit the result of qualifying examination at the time of M.Phil. admission. Failure to which, shall disqualify the concerned candidate from further process.
- 4.7. Employed candidate shall have to submit No Objection Certificate (NOC).
- 4.8. The merit list for the M.Phil./Ph.D. Programme, except those candidates, who have been exempted from entrance test shall be prepared by the University, solely on the basis of performance of the candidate in the entrance test. However, if more than one candidate score equal marks in entrance test then the marks scored at Post Graduate Degree shall be considered to prepare the order of merit.
- 4.9. The merit list of selected candidates and the waiting list (for vacant seats, if any) in order of merit shall be prepared by the DRC/CRC. It will be valid for that particular academic year only.
- 4.10. All admissions shall be processed through the DRC/CRC.
- 4.11. The candidates are required to discuss their research interest/area through a presentation before a duly constituted Department Research Committee/Central Research Committee at the time of the interview/viva-voce
- 4.12. The interview/viva-voce of the selected meritorious candidates shall be organized by the Shivaji University. Based on the number of vacant seats available in the concerned subject as notified by the university, qualified candidates shall be called for interview.
- 4.13. The following aspects shall be considered during the interview/ viva-voce :-
 - a. whether the candidate possesses the competence for the proposed research;
 - b. whether the research work can be suitably undertaken at the university /research centre;

- c. whether the proposed area of research can contribute to new/additional knowledge.

The candidate shall appear for interview /viva-voce along with the inputs in given proforma **(Please see annexure I)**

- 4.14. The Shivaji University, Kolhapur shall 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 his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration

R.R.D. 5. ENTRANCE TEST :

- 5.1. An Entrance Test shall be a qualifying test. For admission to M.Phil./Ph.D. programme. The Entrance Test will be of 100 marks (50 questions of two marks each with multiple choices). The qualifying marks for Entrance test shall be 50% marks. Negative scheme of marking shall not be applicable.
- 5.2. The Entrance Test shall consist of 50% questions, based on Research Methodology and 50% shall be subject specific. The Entrance Test shall be conducted at the centre(s) to be notified in advance. The details of syllabus for the Entrance Test shall be made available on University Website.
- 5.3. Entrance Examination will be offline/online.
- 5.4. The duration for the examination will be two hours.
- 5.5. Qualifying the Entrance Test does not essentially mean the confirmation of M. Phil/Ph.D. admission.
- 5.6. There is no provision of supply of photocopy or re-evaluation of the answer books.
- 5.7. The quota for admission shall be 90% for Home University students and 10% for other university students. The reservation rules shall be applicable to 90% quota and 10% quota, separately. The candidate who has obtained the qualifying degree of Shivaji University (for admission to M.Phil. / Ph.D. programme) shall be treated as Home University student.

R.R.D. 6. DEPARTMENTAL RESEARCH COMMITTEE (DRC) AND CENTRAL RESEARCH COMMITTEE:

- 6.1. The constitution of DRC

| | | |
|---|---|-------------|
| 1 | The Head of the Department | Chairperson |
| 2 | Two Subject Experts (One from Department Concerned and one from outside university jurisdiction) nominated by the Pro Vice Chancellor | Members |
| 3 | Two Nominees of the Pro Vice Chancellor (One General and One Reservation) | Members |
| 4 | Chairman of Board of Studies concerned | Member |

All the above members necessarily shall be the research Guides/Supervisors for Ph.D. and one of them shall be from reserved category and one must be a woman member. It is responsibility of the member from the reserved category to observe and ensure the execution of the reservation policy of Government of Maharashtra during admission process.

If DRC cannot be constituted as above, due to the small size of the Department, then the recognized research Guides/Supervisors from the affiliated colleges / recognized institutes may be nominated by the Pro Vice Chancellor for the formation of DRC.

- 6.2. The Central Research Committee [CRC] to conduct Interview in the subject where University Department does not exist will be constituted by the Hon. Pro Vice-Chancellor as follows:

| | | |
|----|---|-------------|
| 1. | Senior Professor | Chairperson |
| 2. | Chairperson, Board of Studies in the concerned subject. | Member |
| 3. | Two subject experts to be nominated by the Hon. Pro Vice-Chancellor | Members |
| 4. | One subject expert from research centre, by rotation | Member |

All the above members necessarily shall be the research Guides/Supervisors for Ph.D. and one of them should be from reserved category and one must be a woman member. It is responsibility of the member from the reserved category to observe and ensure the execution of the reservation policy of Government of Maharashtra during admission process.

- 6.3. The Quorum for DRC/CRC meeting will be three.

- 6.4. The tenure of the DRC/CRC will be of two academic years.

- 6.5. The approval to the formation of the DRC/CRC shall be obtained from the Hon. Pro Vice-Chancellor.

R.R.D. 7. REGISTRATION PROCEDURE AFTER THE INTERVIEW AND THE RESEARCH PROPOSAL / SYNOPSIS :

- 7.1. A selected applicant seeking admission to the M.Phil./Ph.D. programme shall apply to the Shivaji University, Kolhapur in the prescribed form along with the following documents :
- A self attested copy of the statement of marks / degree/ passing certificate (Post Graduation degree, M. Phil. / NET / SET /SLET/ GATE / BET/JRF etc.)
 - Migration and Transfer Certificate (whichever is necessary).
 - The registration form duly filled in and signed along with registration fee as prescribed by the university from time to time, through the Head of the University Department / Principal / Director of Recognized Institution.

- Authenticated copy of professional experience along with copies of the published research work in the proposed area, wherever necessary.
 - Sponsorship letter from the Institution or Company, wherever necessary.
 - No objection certificate from the employer, if the candidate is employed.
 - The eligibility form along with requisite documents and fee shall be submitted to the concerned university section. The registration of the M.Phil./ Ph.D. candidates shall not be confirmed unless the final eligibility certificate is issued by University.
- The synopsis of M.Phil./ Ph.D. candidates will not be placed before the Research and Recognition Committee, unless the final eligibility process is completed.
 - The applicant shall submit the application along with eight copies of M.Phil. / Ph.D proposal/ synopsis.
 - A selected applicant shall be required to make a brief presentation before the Research Advisory Committee about the proposed research.
 - The presentation will be arranged by the respective Head of the University Department or chairman of the Research Advisory Committee.
 - In case of any suggestions given by the Research Advisory Committee (RAC) for improvement of the topic, the candidate shall make changes accordingly and submit the same to the Head / Chairman of RAC within a period of not more than fifteen days from the date of presentation.
 - The Research Advisory Committee shall prepare a report on the basis of the presentation. The chairman of Research Advisory Committee shall send a report along with the proposal, within a period not more than 20 days, from the date of presentation to the concerned Section of Shivaji University, Kolhapur to place the same before the Research and Recognition Committee for final approval.
 - The constitution of Research and Recognition Committee shall be as prescribed in Maharashtra Public Universities Act, 2016.
 - The registered M.Phil./ Ph.D candidate shall not be allowed to register simultaneously for any other degree course/ programme in regular mode.
 - The admission will be confirmed after the Research and Recognition Committee approves the topic.

R.R.D. 8. RESEARCH ADVISORY COMMITTEE AND ITS FUNCTIONS:

- 8.1. There shall be a Research Advisory Committee for each M.Phil. and Ph.D. scholar.

Research Advisory Committee shall consist of :-

| | | |
|----|--|-------------|
| 1. | The Head | Chairperson |
| 2. | Two experts nominated by the Hon. Pro Vice-Chancellor in consultation with the Dean of the concerned Faculty. [The two experts necessarily shall be the research Guides/Supervisors] | Member |
| 3. | Guide/Supervisor of the research student | Member |

- 8.2. Where University Department does not exist, the Research Advisory Committee will be constituted by the Hon. Pro Vice-Chancellor consisting of Chairperson, Research Guide/ Research Supervisor, two experts.
- 8.3. The Research Advisory Committee shall have the following responsibilities, namely:-
 - 8.3.1. To review the research proposal and finalize the topic of research;
 - 8.3.2. To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he / she may have to do;
 - 8.3.3. To periodically review and assist the research scholar in the progress of the research work.
- 8.4. 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 of the concerned research scholar shall be submitted by the Research Advisory Committee to the University, with a copy to the research scholar.
- 8.5. 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 the University with specific reasons for cancellation of the registration of the research scholar.
- 8.6. After the approval of the title and synopsis by the Research and Recognition Committee, a confirmation letter will be issued and the candidate will be asked to remit the necessary fees within a period of one month.
- 8.7. After final registration, the title of the topic with details of the student, the Research Guide/ Research Supervisor and institute will be displayed on the University website to avoid duplication.

R.R.D. 9. CHANGE IN TITLE :

- 9.1. If the candidate desires to modify the title and / or the proposed plan of the research, he/ she shall submit his application duly recommended by the Research Guide/ Research Supervisor, through the concerned Head of the Department of University Department / the Chairman RAC.
- 9.2. The Research and Recognition Committee concerned may approve such changes on recommendation of the Research Advisory Committee.

R.R.D. 10. RESEARCH SUPERVISOR/GUIDE:

- 10.1. The allocation of Research Supervisor for a selected research scholar shall be decided by the DRC/CRC. A candidate will work under recognized research Guide/Supervisor of the University allotted by DRC/CRC provided that he / she is not relative (such as husband / wife / daughter / son / brother / sister) of the Guide/Supervisor/Co-Guide/Co-Supervisor.
- 10.2. If the Research Advisory Committee is of the opinion that the proposed study or research work is of interdisciplinary nature or the research work needs to be supplemented with

the expertise from outside, it may appoint a Co-Guide from outside the Department/ Faculty/college/university/institution, who has proven the expertise in the required field. Such Co-Guide/Co-Supervisor shall be allotted to the student with due consent of the Research Guide.

- 10.3. A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, shall guide up to a maximum of three M.Phil. and eight Ph.D. scholars. An Associate Professor, as Research Supervisor shall guide up to a maximum of two M.Phil. and six Ph.D. scholars and an Assistant Professor, as Research Supervisor shall guide up to a maximum of one M.Phil. and four Ph.D. scholars.
- 10.4. A seat will be considered vacant for admission purpose after the declaration of final result of the student by Shivaji University, Kolhapur or after six months from the date of submission of final Thesis/Dissertation, whichever is earlier.

10.5. Guidance by Co-Guide/Co-Supervisor / Research New Guide/ Research Supervisor:

- a. In case of demise or ineligibility of the Guide/Supervisor on any grounds, the concerned section on recommendation of the RAC will allocate new Research Guide/ Research Supervisor to candidate. This may be placed before the next meeting of RRC for information.
- b. If 50% or more work has been completed by the candidate under the deceased Research Guide/ Research Supervisor, the name of the deceased Guide/ Supervisor be printed on the thesis along with the name of Co-Guide/Co-Supervisor.

10.6. Transfer of Research Guide/ Research Supervisor

- a. In case of transfer of Research Guide/ Research Supervisor from the institution, where the candidate is registered and has worked for minimum 3 terms with him/her shall continue to work under the same Research Guide/ Research Supervisor.
- b. A candidate who has worked for less than 3 terms will be transferred to a new Research Guide/ Research Supervisor on the recommendation of the RAC.
- c. If the research guide is not available for such candidate then the candidate shall continue his/her research work under the same guide, till the new guide is allotted or till completion of the research work, whichever is earlier.

10.7. Change of the Research Guide/ Research Supervisor

A research student shall submit his/her application for change in research guide through the Research Guide and the Head of the Department. If the research guide and /or the Head of the Department deny to forward the said application, the research student may submit his/her application to the concerned section.

The Research and Recognition Committee, on hearing the Research Guide shall take decision on such application. In case of dispute, the Hon. Vice-Chancellor's decision will be final.

10.8. In case of relocation of an M.Phil. /Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University 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.

10.9. Redressal of Grievance

10.9.1. In case of any dispute regarding admission or any other dispute that may arise between a Research Scholar and his/her Research Supervisor, the Deans Committee shall examine the matter and report to the Pro Vice Chancellor of the Shivaji University, Kolhapur, whose decision shall be final.

10.9.2. The report shall include, among other things, specific recommendations. The report shall be submitted to the Pro.Vice Chancellor of Shivaji University, Kolhapur.

10.9.3. In case of the complaint regarding sexual harassment, the research scholar shall submit a complaint to the Internal Complaints Committee (ICC) as per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

R.R.D. 11. COURSE WORK :

Credit Requirements, number, duration, syllabus, minimum standards for completion, etc. for M.Phil./Ph.D. programme shall be as under:

11.1. M.Phil. or Ph.D. course work shall be a minimum of 08 credits and maximum of 16 credits.

11.2. The course work shall be treated as prerequisite for M.Phil./Ph.D. programme.

11.3. A minimum of four credits shall be assigned to one or more courses 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. Other courses shall be advanced level courses preparing the students for M.Phil/Ph.D. degree.

11.4. All courses prescribed for M.Phil. and Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the Academic Council of the Shivaji University, Kolhapur.

11.5. The University Department/ recognized research centre at affiliated college or recognized institution/ recognized research institution where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Research Advisory Committee.

11.6. All candidates admitted to the M.Phil. and Ph.D. programmes shall be required to complete the course work, as approved by the Academic Council of Shivaji University, Kolhapur during the initial one or two semesters.

11.7. Candidates already holding M. Phil. Degree of Shivaji University and admitted to the Ph.D. programme, or those who have already completed the course work of Shivaji University in M.Phil. and have been permitted to proceed to the Ph.D. in integrated course, shall be exempted 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 approved by the Academic Council of the Shivaji University, Kolhapur.

11.8. Grades in the course work, including research methodology courses submitted by the examination section, shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final grades shall be communicated to the concerned administrative section of the Shivaji University, Kolhapur.

11.9. 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.

11.10. The syllabus and other details of course work shall be made available on university website www.unishivaji.ac.in.

11.11. The pattern of M.Phil course work and Ph.D course work shall remain the same.

11.12. The medium of the course work shall be English except the papers in languages.

11.13. The student should write the answers in English except language subjects.

R.R.D. 12. EVALUATION AND ASSESSMENT METHODS, MINIMUM STANDARDS/CREDITS FOR AWARD OF DEGREE, ETC.:

12.1. The overall credit requirement, including credit for the course work, for the award of M.Phil. Degree shall not be less than 24 credits.

12.2. Upon satisfactory completion of course work, and obtaining the marks /grade prescribed under these rules, the M. Phil./ Ph.D. scholar shall be required to undertake research work and produce a draft dissertation within a reasonable time, as stipulated by Shivaji University Kolhapur.

12.3. M.Phil. scholars shall present at least one research paper in a conference/seminar and Ph.D. scholars shall publish at least one research paper in refereed journal (approved by concerned BoS) 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/ acceptance letter from the publisher / editor. Guidelines for research publications issued by Shivaji University, Kolhapur from time to time and displayed on the official website of Shivaji University, Kolhapur will be followed.

- 12.4. The research and Recognition Committee in the subject concerned shall suggest the names of eight experts to the Vice Chancellor, out of which four shall be from the State (outside the jurisdiction of Shivaji University) and remaining four shall be from outside the State/ Country. The Guide/Supervisor shall be the internal referee.
- 12.5. The external referees shall communicate their willingness or otherwise to evaluate the M.Phil./Ph.D. thesis within one month of the receipt of University letter. The internal and external referees shall submit their evaluation reports within one month of the receipt of the thesis in a prescribed proforma along with a detailed report.
- 12.6. 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 Shivaji University where the work was carried out. It is mandatory for the research scholar to obtain and submit the report on plagiarism from Knowledge Resource Centre of Shivaji University, Kolhapur.
- 12.7. The M.Phil. Dissertation submitted by a research scholar shall be evaluated by his/her or Research Supervisor and one external examiner who is not in the employment of Shivaji University, Kolhapur or recognized research centre at affiliated college or recognized institution/ recognized research institution. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be open to be attended by the members of the Research Advisory Committee, all faculty members of the University department, other research scholars and other interested experts/ researchers.
- 12.8. The Ph.D. thesis submitted by a research scholar shall be evaluated by his Research Supervisor and two external examiners, who are not in employment of Shivaji University, Kolhapur or recognized research centre at affiliated college or recognized institution/ recognized research institution, of whom one examiner may be from outside the State/ Country. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by the members of the Research Advisory Committee, all faculty members of the university department, other research scholars and other interested experts/researchers.
- 12.9. The Viva-Voce/ Open Defence 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 conduction of 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, the Shivaji University shall send the dissertation/ thesis, to another external examiner out of the approved panel of examiners. In such cases, 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. The thesis rejected by both the external referees will not be considered for resubmission.

- 12.10. If revision of the thesis is suggested by one of the external referees, the thesis shall be revised by the candidate for resubmission as suggested by the referee. The revised thesis shall be sent to the same referee (who has suggested the revision) for evaluation.
- 12.11. If revision of the thesis is suggested by both the external referees, the thesis is considered for resubmission provided that the following conditions are fulfilled.
 - a. Half the tuition fee is to be paid by the candidate for resubmitting the thesis after revision along with examination fee.
 - b. Laboratory and examination fees are to be paid fully by the candidate for conducting research in the University Departments.
 - c. The revised thesis will have to be submitted by the candidate within the maximum period of two years.
 - d. The revised thesis shall be sent to the same referees for evaluation along with both the previous reports.
- 12.12. The Shivaji University shall develop appropriate method/ procedure 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.

R.R.D. 13. SIZE, STYLE & BINDING OF DISSERTATION /THESIS:

- 13.1. A candidate submitting M.Phil./ Ph.D. Dissertation/ Thesis for the award of M.Phil./ Ph.D. Degree is required to follow the rules regarding the font, style and binding of thesis, except in special case in which the Guide/Supervisor or Head of the Department recommends that it will not be possible to comply with the requirements of these rules by giving reasons and with the approval of RAC.
- 13.2. The Thesis shall be written with following Specifications.
 - i. For Dissertation/ Thesis writing "Times New Roman" font shall be used. Size of the paper shall be A-4 size, except for drawings, graphs, photographs and maps on which no restriction is placed. A margin of 3.5 cms be maintained with a line spacing of 1.5. A thesis shall be bound in a standardized form and shall be printed on both sides.
 - ii. The title, degree, year, subject, faculty, name of the student and the Guide/Supervisor shall be printed neatly and legibly on the front cover as indicated in Annexure-II
 - iii. A thesis which consists of a collection of pamphlets or excerpts / published papers or a single pamphlet must be bound in a similar manner as said above.
 - iv. The candidate shall submit four hard bound copies (black cover with golden embossed letters) of Dissertation/ Thesis along with ten copies of the abstract in case of M. Phil, twenty copies of the abstract in case of Ph.D and four CD containing soft copy in pdf format. A candidate may be permitted to submit the abstract and final thesis separately.
 - v. The M.Phil./ Ph.D. Dissertation/ Thesis shall contain:-
 - a. Results of the research stating whether the work is based on the discovery of new facts by the candidate or of new relations of facts observed by others and how the work contributes to the general advancement of knowledge.

- b. The candidate shall indicate the sources from which his/her information has been derived and the extent to which his/her work is based on the work of others and shall indicate which portion or portions of his/her thesis he/she claims to be original
- c. The candidate's Declaration.
- d. The Guide/Supervisor's Certificate.
- e. The language of Ph.D. thesis shall be English except for the theses in modern European and Indian languages.
- f. A candidate submitting his / her thesis in the subject relating to Social sciences, Education, Physical education, Arts & Fine arts may write his / her thesis in Marathi provided the same is recommended by the Guide/Supervisor submitted through Head of the Department and is approved by the RRC. However a candidate has to submit a synopsis of thesis in English.
- g. The language used in the thesis should be grammatically correct and of appropriate standard with no typographical mistakes.

R.R.D. 14. SUBMISSION:

- 14.1. The candidate will not be allowed to submit his/her Dissertation/ Thesis unless he/she works for two terms / one year for M. Phil. and four terms/two years for Ph. D. programme.
- 14.2. A candidate may submit one copy of draft thesis (spiral bound) after the completion of minimum prescribed period mentioned above and the passing certificate of course work to the Head of the Department for scrutiny by RAC.
- 14.3. Prior to the final submission of the dissertation/thesis, the research scholar shall make a presentation before the Research Advisory Committee of the Shivaji University, 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.
- 14.4. Then the final thesis shall be submitted to the university office through Head of the Department / Chairman of RAC.

R.R.D. 15. OPEN DEFENCE:

There shall be a viva-voce with open defence. The open defence shall be conducted only after receiving the positive reports from the referees. One of the external referees nominated by the Hon. Vice-Chancellor and the internal referee shall conduct the open defence of the candidate within one month. The Head of the Department or the Dean of the concerned faculty or the senior teacher in the subject concerned nominated by the Hon. Vice-Chancellor shall act as Chairperson for the open defence. The other external referee may send questions in writing alongwith the evaluation report to seek clarification on any point in the thesis at the viva-voce. The queries raised by the external referees in their reports be placed before the open defence committee. The open defence of the candidate shall be conducted as follows.

- 15.1. After the receipt of positive report from external referees, the date and time for open defence shall be arranged in consultation with one external referee by the Chairperson, who is to conduct the open defence along with the internal referee (Research Guide/ Research Supervisor).
- 15.2. The Chairperson, external referee and the Guide/Supervisor shall prepare a joint report of the open defence and forward it to the concerned section of Shivaji University. They shall recommend either the award of the degree to the candidate or a fresh open defence within six months, if the performance of the candidate is unsatisfactory.
- 15.3. If both the external referees communicate unwillingness to conduct the open defence, Hon. Vice-Chancellor will nominate the next referee from the list provided by the Research and Recognition Committee.

R.R.D. 16. DECLARATION OF RESULT:

- 16.1. The Viva-Voce/ Open Defence will be held only after fulfillment of the all essential requirements.
- 16.2. The date of Viva-Voce/ Open Defence shall be considered to be the date of declaration of result.
- 16.3. On the final approval of the Hon. Vice-Chancellor, the Director of Examinations and Evaluation shall declare the result after the fulfillment of all conditions.
- 16.4. Along-with the degree, the concerned section shall certify to the effect that the Degree has been awarded in accordance with the provisions of the UGC rules and regulations as published in the Gazette of India dated 5th May, 2016.

R.R.D. 17. ADDITIONAL M.PHIL./ PH.D. DEGREE :

- 17.1. A candidate seeking admission for the additional M.Phil./ Ph.D. degree he/she will have to complete the admission process in the subject for which the candidate wishes to register for M.Phil./ Ph.D.

R.R.D. 18. CANCELLATION OF M.PHIL./ PH.D. REGISTRATION:

- 18.1. A student can cancel his/her registration by submitting an application through his/her Guide/ Supervisor, by paying the outstanding fee.
- 18.2. The university shall cancel the admission of a candidate if he/ she fails to fulfill the necessary conditions/requirements prescribed by rules or the conditions mentioned in the allotment letter/provisional admission letter.

R.R.D. 19. TREATMENT OF M.PHIL. / PH.D. THROUGH DISTANCE MODE/PART TIME:

- 19.1. Shivaji University does not offer M.Phil. and Ph.D. Programme through distance education mode.

- 19.2. Part-time Ph. D. will be allowed, provided all the conditions mentioned in these rules and the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./ Ph.D. Degrees) Regulations, 2016 are complied with.

R.R.D. 20. AWARD OF M.PHIL./ PH.D. DEGREES PRIOR TO NOTIFICATION OF UGC REGULATIONS 2016, OR DEGREES AWARDED BY FOREIGN UNIVERSITIES:

- 20.1. Award of Degrees to candidates registered for the M.Phil./Ph.D. programme on or after July 11, 2009 till the date of Notification of the UGC Regulations 2016 shall be governed by the provisions of the UGC (Minimum Standards and Procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2009.
- 20.2. If the M.Phil./Ph.D. Degree is awarded by a Foreign University, the Shivaji University, Kolhapur shall refer the issue to a Standing Committee constituted for the purpose of determining the equivalence of the Degree awarded by the foreign University.

R.R.D. 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, the Shivaji University, Kolhapur shall send the CD of M.Phil. Dissertation/ Ph. D. thesis to Barrister Balasaheb Khardekar Library of Shivaji University, to 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.

R.R.D. 22. PROVISIONAL CERTIFICATE:

- 22.1. Prior to the actual award of the Degree, the Shivaji University, Kolhapur shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of University Grants Commission (Minimum Standards and Procedure Award of M.Phil/Ph.D. Degrees) Regulations, 2016.

ANNEXURE – I

INPUT SHEET

(To be submitted by the candidate at the time of interview before DRC / CRC)

1. Name of the Candidate :
2. Course: M.Phil. / Ph.D. :
3. Subject :
4. Merit List Number :
5. Topics of interest in the order of preference with area of broad specialization ,
 - i)
 - ii)
 - iii)
 - iv)
6. Name(s) of the Guide(s) (in order of preference) alongwith the area of broad specialization with whom the candidate is interested to undertake research work, if selected.

The DRC / CRC reserves the right to allot a guide, other than the guides' preference submitted by the candidate.

- i)
- ii)
- iii)
- iv)

I understand that the input sheet provided by me is indicative and is submitted to provide information and my research interest.

Date :

Signature of Candidate

(Note : Please bring this filled form along with print out of application form and original and photocopy of all essential documents related to educational qualifications, failing which your interview will not be conducted.)

ANNEXURE – II

Broad guidelines for preparation of synopsis

While preparing the synopsis for the M.Phil. / Ph.D. work, following points shall be noted and followed carefully :

- A. The proposed synopsis for research should be self contained and should cover the rationale for carrying out research.
- B. There should not be repetition of the work or topic or theme.
- C. The synopsis of the proposed research shall contain the following points :
 1. Title of the Research Proposal
 2. Choice of the topic with reasoning or significance
 3. Statement of the problem
 4. Review of the relevant literature (noted works should be considered.

The text book reviews not allowed)

5. Objectives of the study
6. Hypothesis of the study
7. The methodology comprising
 - a. Methods of research
 - b. Sampling design and assumptions
 - c. Conceptual framework if any
 - d. Research design (explanation of how research is being conducted and the tools used for the same)
 - e. Methods of data collection
 - f. Methods of data analysis (use of parametric and non-parametric tools and techniques as the case may be)
8. The chapter scheme : (objectives must be reflected in the scheme)
9. Select Bibliography / Weblography.

ANNEXURE – III

Format of the cover page of the thesis

Title in Block letters

A thesis submitted to

Shivaji University, Kolhapur

for the Degree of Master of Philosophy / Doctor of Philosophy

in

Subject

under the Faculty of

by

Name of the Candidate

under the Guidance of

Name of the Guide/Supervisor

Name of the Co-Guide/Co-Supervisor : (If any)

Name of the Department / College / Institution:

Year

ANNEXURE - IV

Declaration by the Student

I hereby declare that the thesis / dissertation entitled

.....
.....
.....

completed and written by me has not formed earlier the basis for the award of any degree or similar title of this or any other university or examining body. Further, I declare that I have not violated any of the provisions under the acts of Copyright/Piracy/Cyber/IPR etc. amended from time to time.

Place :

Name & Signature of Research Student

Date :

ANNEXURE - V

Research Guide's/Supervisor's Certificate

This is to certify that the dissertation entitled

being submitted herewith for the award of the Master of Philosophy / Degree of Doctor of Philosophy in (subject) under the Faculty of..... of Shivaji University, Kolhapur is the result of the original research work completed by Shri./Smt.

..... under my /our supervision and guidance and to the best of my / our knowledge and belief, the work embodied in this Dissertation / thesis has not formed earlier the basis for the award of any degree or similar title of this or any other University or examining body.

Place :

Date :

Co-Guide/Co-Supervisor (If any)

(Signature with Name & Designation)

Research Guide/Supervisor

(Signature with Name & Designation)

ANNEXURE - VI

Progress Report

1. Name of the student :
2. Date of Registration :
3. Faculty
- Subject
4. Whether the candidate is regular student/
Independent student / JRF /SRF/ DRF/ UGC
Teacher Fellow/ Teacher/ Employed person
5. Whether the candidate is
attending course work regularly
If not, give reason
6. Name of the Guide/Supervisor :
7. Title of the research work :
8. Period of report :
9. Details of the work done :

Signature of the student

Signature of the Guide/Supervisor

Signature of the Co-Guide/Co-Supervisor

Date :

Place :

ANNEXURE – VII

Fee structure

| Particulars/Details | Fee for Regular Student & DRF | Fee for JRF/SRF/ Teachers & Employed Person |
|------------------------|-------------------------------|---|
| Registration Fee | 733 | 2197 |
| Lab- Fees. (Sci/Engg.) | 2197 | 4392 |
| Library Fee | 733 | 1464 |
| Internet Fee | 1464 | 1464 |
| Tuition Fee | 5564 | 5564 |
| Lab. Dev Fee | 1464 | 1464 |
| Medical Charges | 146 | 146 |
| Total (INR) | 12301 | 16691 |

- For an academic year the fee structure will be as above.
- The fee for Entrance Test will be Rs. 850/- for candidates from general category and Rs. 600/- for candidates from Reserve categories.
- For Thesis evaluations & Viva-voce Rs. 4000/- will be charged.
- In case of independent Student the fee structure will be same as JRF/SRF/ Teachers & Employed Person . In addition Rs. 2000 will be charged as Dissertation / thesis examination fee.
- The Registration Fee and Tuition Fee shall be charged at five times of the regular students for the foreign students.
- There will be increase in fee by 10% every year.
- Separate fee will be charged along with eligibility application as per rule.



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a) For Open Category Rs. 850/-
b) For Reservation Category Rs. 600/-

Shivaji University, Kolhapur-416 004, MS., India
Contact : BUTR Section Ph. 0231-2609139 E-mail : mphlphd@unishivaji.ac.in