

**Research
Regulations 2015
for M.Phil.**

Research Regulations 2015 and Guidelines for M.Phil. Programme

Regulations	Guidelines
<p>1. Eligibility</p> <p>1.1 Master Degree in Arts, Science, Computer Application and Management of this University or any other qualification recognized as equivalent thereto in the field of study</p> <p>1.2 Minimum eligibility is 55% of marks or equivalent CGPA. However 5% relaxation is given to the candidates belonging to SC/ST.</p>	<p>Degrees in distance mode should have been approved by DEC.</p>
<p>2. Categories of M.Phil candidates and place of research</p> <p>2.1 There shall be two categories of M.Phil candidates as listed under:</p> <p style="padding-left: 40px;">a) Full -time, b) Part-time</p> <p>a) Full-time Candidates : All approved candidates who pursue full-time study in this University shall belong to this category.</p> <p style="padding-left: 40px;">The University encourages residential system for all full time students. However it is optional in the case of full-time scholars</p> <p>b) Part-time Candidates : Candidates working in Industry involved in R&D activities, Colleges or Research Organizations, approved by this University, and who are sponsored for pursuing M.Phil Programmes in this University while continuing in their job, shall belong to this category.</p>	<p>If there are 10 or more M.Phil. students then M.Phil. classes can be conducted like any other P.G. Programme. If there are a few students only then they can be treated as research scholars. If classes are not held they can do course work through Guided study with CIA (Continuous Internal Assessment). Attendance to be marked in CMS.</p> <p>Students to maintain log books and to submit to HoD after getting signature from Supervisor.</p>
<p>3. Duration of the Programme:</p> <p>3.1 The duration of the programme and minimum time for submission of Dissertation will be 2 Semesters for full time and 4 Semester for part time students.</p> <p>3.2 The maximum period shall be 4 Semesters for full time and 6 Semesters for Part time. In exceptional cases maximum period shall be extended for one or two more semesters based on the recommendation of the Supervisor; Head of the Department. This shall be approved by the Director of the School.</p>	

<p>4. Admission Procedure</p> <p>4.1 Candidates desirous of registering for the M.Phil. Degree shall submit the application in the prescribed form through proper channel, wherever applicable in response to the advertisement by the University.</p> <p>4.2 All eligible applicants will be called for a written entrance test and interview. The admissions will be based on a merit list based on the consistent academic record and performance in the entrance test and interview.</p> <p>4.3 The candidate will be issued a provisional admission letter by the Admission Office of the University</p> <p>4.4 Candidate shall be admitted for the programme only at the beginning of the semester. The candidate will continue to pay the prescribed fees every semester, in order to keep the M.Phil. Registration alive until the Dissertation is submitted. If a candidate fails to do so within the permissible dates of payment of fees, the registration will be withdrawn and the candidate's name will be removed from the rolls after referring to the Supervisor.</p> <p>4.5 Provisional admission will be given only after paying of fees and submission of all original certificates as required by the University.</p> <p>4.6 Within a week of the admission, the School research committee along with all approved research supervisors of the school will allocate Supervisors for each candidate and to be submitted to Director for approval and the same will be forwarded to Registrar.</p>	<p>The Selection Committee shall verify the following while scrutinizing an application:</p> <ol style="list-style-type: none"> qualifications obtained by the applicant eligibility criteria – minimum qualifying marks recognition of the University which awarded the degree employment details of the candidate, if he/she applied for part-time M.Phil. programme. NOC from the employer and necessary certification by the employer in the application, if the applicant is part-time. <p><u>Process of an application:</u></p> <ul style="list-style-type: none"> The application shall be sent directly to Admission Officer by the applicant. Admission Officer shall send it to the concerned School / Department for scrutiny and calling for Entrance Test. CoE will conduct the Entrance Test and Departments will conduct the Interview. They will fill up the proforma (Proforma III) and rank the candidates. The details will be communicated to Registrar for publishing the selection list. Admission Officer will send the selection order to the candidate with a copy of the selection letter to the Supervisor (s), HoD, Director of the School, Deputy Registrar and to the CoE. The Registration Confirmation letter will be issued by Registrar office with allotted Supervisor name.
<p>5. Supervisors and Number of Candidates</p> <p>5.1 All recognized Research Supervisors for Ph.D programme of this University are eligible to be the Supervisor for M.Phil. programme. M. Phil degree holders with three years of teaching also are eligible.</p> <p>5.2 All categories of M.Phil. Registrants shall be required to work under a recognised Supervisor of this University. Full-time students can also have a Joint-Supervisor having PhD./M.Phil. with 3 years of Teaching experience, depending on the nature of work, which shall be approved by Director.</p> <p>5.3 In the case of Part-Time candidates there shall be a Co-Supervisor/ Research Coordinator from the organisation where he/she is employed.</p> <p>5.4 When the Supervisor of a candidate happens to be away from the University on other assignments for more than six months, he/she may continue to guide the candidate, but a Joint Supervisor belonging to the University faculty shall be officially nominated by the Board of Research and Consultancy in keeping with abilities</p>	<p>5.5</p> <p>If a Supervisor happens to resign, the same shall be brought to the notice of the Director immediately after the receipt of his / her resignation notice by the Registrar.</p> <p>Director in consultation with the Joint</p>

<p>and background, and research adequacies and willingness of the Joint Supervisor in consultation with the Supervisor.</p> <p>5.5 If the supervisor happens to resign, Director shall appoint a new supervisor from the relevant area within one month.</p> <p>5.6 Provision for changes</p> <p>(i) Change of Supervisor : If a research scholar wants to change his / her supervisor for valid reasons, he / she shall write to Director.</p> <p>The BRC may approve the request of the research scholar to change his/her Research Supervisor on valid reasons.</p> <p>(ii) Change in the category : A full time research scholar in the event of getting any employment may change the category from Full - time to Part – time and vice-versa. In such cases the duration of the programme shall be reviewed by CoE.</p> <p>5.7 Recognition:</p> <p>Recognition of Supervisor/Joint Supervisor for guiding research work will be accorded by the Chairman-Academic Council on making an application in the prescribed format and on the recommendations of the Board of Research and Consultancy, provided the applicant possesses the following:</p> <p>(i) A Ph.D. Degree in the relevant or allied areas of research in which he/she proposes to guide the candidate. M. Phil degree holders with three years of teaching also are eligible.</p> <p>(ii) A minimum of one technical paper published in the relevant or allied areas of research in a refereed Journal or two refereed papers in Conference proceedings and/or patents.</p> <p>5.8 Number of Candidates</p> <p>A Supervisor shall not guide more than four candidates at any time, unless the Board of Research and Consultancy specifically permits the same under extraordinary circumstances. In addition to this a Research Supervisor can act as Joint Supervisor for not more than three candidates.</p>	<p>Supervisor if any shall appoint a New Supervisor and this will be forwarded to Deputy Registrar and CoE. This shall be subsequently ratified by the BRC.</p> <p>5.6</p> <p>For changing the Research Supervisor, the research scholar shall write to Director.</p> <p>Director will convene a meeting with the Head of the Department of concerned scholar to scrutinize the request.</p> <p>If the committee approves the request, Director shall appoint the new Supervisor. This shall subsequently be ratified by the BRC.</p> <p>5.7</p> <p>In order to have Supervisors with good caliber, experts with high credentials will be selected.</p>
<p>6. Prescription of Course work</p> <p>6.1 Course work</p> <p>i) The Supervisor, with Joint Supervisor if any, shall within a period of 15 days from the date of admission prescribe course work for the candidate.</p> <p>ii) A minimum of three courses being offered under any relevant approved P.G. programme of this University shall be prescribed.</p> <p>iii) No change in the courses prescribed shall be made without the prior approval of the Director.</p> <p>iv) The students are required to register for courses within 15 days after</p>	<p>Every M.Phil. candidate has to complete one Research Methodology and two PG subjects related to the work.</p> <p>Full-time M.Phil. scholars need to attend classes, if the prescribed course work subjects are offered in a particular semester. However, they can do it through self-study when the subjects are not offered in a particular semester.</p> <p>Part-time M.Phil. scholars can do their course work either by attending classes or</p>

<p>the commencement of any semester.</p> <p>iv) The prescribed courses shall normally be completed during the ensuing semester Every student should acquire pass in all with a minimum of 50% of marks in each of the prescribed courses.</p>	<p>through self-study irrespective of whether the course work subjects are offered in a particular semester.</p> <p>Self-study Registration:</p> <p>M. Phil. scholars have to register 'self-study form' along with exam fees receipt with CoE office.</p>
<p>7. Monitoring the Progress of Candidates</p> <p>i) Discussions with Supervisor:</p> <ul style="list-style-type: none"> • Each full-time M.Phil. scholar is required to meet his/her respective Supervisor(s) at least once in a week and report the progress about the research work done. • Part-time M.Phil. scholars are required to meet his/her respective Supervisor(s) at least once in a month and report the progress about the research work done. <p>ii) Every six months, commencing from the date of initial registration, the candidate shall submit progress reports in the prescribed format to the Research Supervisor who shall forward it through the HoD and the Director of the School to the CoE for information, action and documentation.</p>	<p>Log books are to be maintained by the M.Phil. Scholars endorsed by the Supervisor. 3 reviews are to be conducted during the period of Dissertation and the marks are to be corrected for 50 marks and sent to the CoE's Office along with the Panel.</p>
<p>8. Cancellation of Registration</p> <p>The registration of a candidate whose progress is either not satisfactory or who has exceeded the maximum period (including grace period) stipulated for the M.Phil., the registration shall be cancelled by Board of Research and Consultancy based on the recommendation of Supervisor & HoD & Director.</p>	
<p>9. Submission of Dissertation.</p> <p>i) The Dissertation shall report, in an organized and scholarly fashion, an account of the original research work of the candidate leading to the discovery of new facts or techniques or correlation of facts already known (analytical, experimental, etc.) and demonstrating a quality as to make a definite contribution to the advancement of knowledge and the candidate's ability to undertake independent research and present the findings in an appropriate manner with actual accomplishments of the work, plainly stated and honestly appraised.</p> <p>ii) Four copies of the Dissertation shall be prepared and submitted to the Controller of Examinations in accordance with the format and specification prescribed.</p> <p>iii) The supervisor shall forward through Director / HoD four copies of the Dissertation to the Controller of Examinations along with two panels of at least three names each (A) within Coimbatore region (B) Outside Coimbatore region within Tamilnadu.</p> <p>iv) The Dissertation shall include a certificate from the concerned</p>	<p>The format for writing the Dissertation can be downloaded from the website of Academic Research, Examination webpage.</p> <p>M.Phil. student will be encouraged to publish at least one paper in refereed International/National journal or Conference.</p> <p>Proforma (Proforma A, B) for submitting Dissertation can be downloaded from the Academic Research website in the Examination webpage.</p>

<p>Supervisor (and Joint Supervisor, Co Supervisor, (if any) to the effect that the Dissertation is a record of the bonafide research work carried out by the candidate under his/her/their supervision and guidance and that the work reported in the Dissertation has not been submitted elsewhere for a degree or diploma.</p> <p>v) Along with the submission of the Dissertation, the candidate shall submit a copy of the Dissertation in CD ROM duly certified by the Research Supervisor.</p> <p>vi) Fees shall be paid by the candidates on six monthly basis, till the submission of the Dissertation; the candidate will submit a no dues certificate from all concerned to the Controller of Examination.</p>	
<p>10. Evaluation of Dissertation</p> <p>i) The Dissertation shall be referred to two examiners selected by the CoE from each panel of names recommended by the Supervisor and Director of the School.</p> <p>ii) The examiner shall include in his / her report an overall assessment, placing the Dissertation in one of the following categories :</p> <p>a. Recommended for the award of the M.Phil. degree: Highly Commended/Commended.</p> <p>b. Revision required (i) Revised Dissertation be resubmitted (ii) Revised Dissertation need not be resubmitted.</p> <p>c. Rejected</p> <p>iii) The examiner shall enclose a report in about 300 words, indicating the standard attained in case (a), the nature of revision in case (b) and the reasons in case (c).</p> <p>iv) If both the examiners recommended the award of the degree, Dissertation shall be provisionally accepted. Any minor revision, modification etc., suggested by the examiners shall be carried out before the oral examination is arranged.</p> <p>v) If both examiners recommended rejection, the Dissertation shall be rejected and the registration of the research scholar stands cancelled.</p> <p>vi) If one examiner recommends the award of the degree while the other recommends rejection, then the Dissertation shall be referred to the third examiner. If two of three examiners recommended the award, the Dissertation shall be provisionally accepted. If two of the examiners recommend rejection, the Dissertation shall be rejected and the registration of the research scholar stands cancelled.</p>	

<p>vii) If any examiner recommends revision of the Dissertation the candidate shall be permitted only once to revise and resubmit the Dissertation within 6 months and the revised Dissertation shall be referred to the same examiner only in the situation such as (a) when the examiner recommends new experiments and major modification involving new methodology and also (b) the examiner insists the university to send the Dissertation back to the same examiner after revision for offering his final recommendation on the Dissertation which should only be either recommended for the award or rejection. In case, the examiner does not insist on sending the Dissertation back to him, the Dissertation shall be referred to the Supervisor to ascertain the corrections carried out in the Dissertation as suggested by the examiners. Controller of Examinations, based on the approval of Vice-chancellor shall constitute oral examination board, within a period of two months from the receipt of the reports from the supervisor.</p> <p>viii) Individual cases not covered by the above clauses shall be referred to the Vice-Chancellor. On deemed fit reasons, the Vice-Chancellor shall refer to the Board of Research and Consultancy which in turn shall refer to the Board of Management, if necessary</p>	
<p>11. Oral Examination</p> <p>i) The Board of viva-voce Examination shall be :</p> <ol style="list-style-type: none"> a. Director / HoD as Chairman b. One of the Dissertation Valuers (within Coimbatore region) will be nominated as member by Vice-Chancellor c. Supervisor as member secretary <p>ii) The viva-voce examination shall be conducted in this University as “Open Defense Type” examination. The decision of the Board of Examiners shall be final.</p>	<p>The Controller of Examinations shall send the reports from all the examiners for consolidation and compliance. He will also correspond with the examiners for oral examination and send the consolidated review reports along with a copy of the Dissertation.</p> <p>All the arrangements for conducting the oral examinations in an orderly manner shall be made by the Supervisor.</p> <p>The Oral board members shall send marks which are to be corrected for 50 marks and sent to the CoE’s Office</p> <p>The TA/DA for the examiner shall be paid by the Controller of Examinations.</p>
<p>12. Award of M. Phil. Degree</p> <p>If the Board of viva-voce Examination recommends, the candidate will be awarded M.Phil. Degree with the approval of the Board of Management.</p>	
<p>13. Publication of Dissertation</p> <p>Papers arising out of the Dissertation may be published by the candidate. However, the Dissertation as a whole shall not be published by the candidate without the specific approval of the Board of Research and Consultancy of the University.</p>	

14. The Act of Plagiarism

In the case of research scholars who have copied a dissertation book for M.Phil. degree his / her Dissertation shall be forfeited and his / her research registration shall be terminated in this university and also he / she shall be debarred to register for any other programme in this University.

For the abetment of above such action, the recognition of his / her supervisor shall be withdrawn for a period of 5 years and he / she shall be debarred from guiding the research scholars for any research programme in this University till such period.

15. Power to Modify

Notwithstanding anything contained in the above said regulations, the Board of Management reserves the right to modify any of the above said regulations from time to time.