

# **RAKSHA SHAKTI UNIVERSITY**

## **Master of Philosophy (M. Phil) Degree**

### **M.Phil. Regulations-2018**

#### **1. Master of Philosophy (M. Phil.):**

The degree of the Master of Philosophy (M. Phil.) shall be considered as an Intermediate Degree between the Master Degree and the Doctorate Degree in the relevant subject and interdisciplinary research areas. M.Phil. Degree may be preferred for PhD admission/exemption in entrance test, etc. in consonance with UGC regulations.

#### **2. M. Phil. : Programme Governance:**

The Programme will be governed by the UGC / RSU M.Phil. Regulations. The Programme will be jointly administered by the concerned Departments (that offer the MPhil Programme) and the Institute of Research and Development, RSU.

#### **3. M.Phil. : Eligibility**

**3.1.** 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.

**3.2.** 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 UGC from time to time, or for those who had obtained their Master's degree prior to 19 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.

#### **4. M. Phil. : Procedure for Admission**

The RSU shall admit M.Phil students through an Entrance Test. RSU may decide separate terms and conditions for MPhil Entrance Test for those students who qualify UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE/teacher fellowship holder.

##### **4.1.** RSU shall:

- a. decide on an annual basis through the Departments and the Institute of Research and Development a predetermined and manageable number of M.Phil. 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 per UGC norms), laboratory, library and such other facilities;
- b. notify well in advance in the RSU website and through advertisement in newspapers, 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;
- c. adhere to the National/State-level reservation policy, as applicable.

**4.2.** The admission shall be based on the criteria notified by the RSU, 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.

**4.3.** RSU shall maintain the list of all the M.Phil. 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.

## **5. M.Phil. : Structure of Raksha Shakti University Entrance Examination**

**5.1.** RSU shall admit candidates by a two stage process through:

a. An Entrance Test which shall be qualifying with passing minimum 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 RSU Campus or a Centre notified by RSU; and

b. An interview/viva-voce to be organized by RSU when the candidates are required to discuss their research interest/area through a presentation before a duly constituted Committee.

**5.2.** The interview/viva voce shall also consider the following aspects, viz. whether:

- the candidate possesses the competence for the proposed research;
- the research work can be suitably undertaken at RSU; and
- the proposed area of research can contribute to new/additional knowledge.

**5.3** RSU shall publish the merit list of candidates, based on the performance in the entrance test and personal interviews, on its Website.

**5.4** Selected candidates based on the rank of their merit shall have to pay the prescribed fee within stipulated days from the date of offer of admission, failing which the seat shall be allotted to the next candidate in the merit list.

## **6. M. Phil. : Duration of the Program**

**6.1** The duration of M.Phil Degree program will be two semesters. During this period the course work and the dissertation should be completed. During the first semester, students are required to complete the course work. The course work will set the basic ground to start of research. The courses are designed in such a way that during the course work the students will be exposed to research methods and research writing. The student shall identify a research problem and prepare a dissertation and submit the same by the end of the 2nd semester.

**6.2** In case of unavoidable circumstances, the student may seek an extension for submission of the dissertation not more than a period of 6 months. The extension request should be duly forwarded by the Supervisor through the Head of the Department to the Director (R&D) and the Director General,

RSU will be the final authority to decide such cases of extension. The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil in the maximum duration. In addition, the women candidates may be provided Maternity Leave / Child Care Leave once in the entire duration of M.Phil for up to 240 days.

**6.3.** The classes shall be conducted as per the schedule notified by the respective Departments and the Institute of Research and Development (RSU) from time to time. The examination shall be conducted as per the schedule of the Raksha Shakti University.

**6.4.** The enrollment of the students for M. Phil. Degree Programme shall be made as per the Academic Calendar specifically designed by the Institute of Research and Development, RSU on suggestions of the concerned Departments and this may be different from the regular academic calendar for other programmes of RSU.

## **7. M. Phil. : Eligibility criteria to be a Research Supervisor / Co-Supervisor**

**7.1.** Any permanent Professor of RSU with at least five research publications in refereed journals may be recognized as Research Supervisor.

**7.2.** Any permanent Associate Professor of RSU with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.

**7.3.** Any permanent Assistant Professor of RSU 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 Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing).*

**7.4.** Only a full time permanent teacher of RSU 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 RSU or from other related institutions with the approval of the Director R&D.

**8. M. Phil.: Allocation of Research Supervisor / Co-Supervisor**

**8.1.** The allocation of Research Supervisor for a selected MPhil 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.

**8.2.** 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/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

**9. M. Phil. : Number of M.Phil scholars permissible per Research Supervisor / Co-Supervisor**

**9.1.** A Professor as Research Supervisor/Co-supervisor can guide up to a maximum of three (3) M.Phil. scholars.

**9.2.** An Associate Professor as Research Supervisor/Co-supervisor can guide up to a maximum of two (2) M.Phil. scholars.

**9.3.** An Assistant Professor as Research Supervisor/Co-supervisor can guide up to a maximum of one (1) M.Phil. scholar.

**10. M. Phil. : Relocation of MPhil Research Scholar**

In case of relocation of an M.Phil 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.

## **11. M. Phil.: Resignation / Superannuation / Other Circumstances of Research Supervisor / Co-Supervisor**

**11.1** In case, a candidate submits an application for change of supervisor, Director (IR&D) shall consider the grounds on the basis of which such an application has been moved. He/She shall communicate the same to the concerned Supervisor. Upon consultation with the concerned supervisor and the concerned research scholar, a decision in this regard be undertaken. The consent of the supervisor for vacating his/her seat and no objection to another supervisor being appointed by the University be preferably obtained. In case of no amicable settlement between student and supervisor, this matter may be sent to FDS for consideration and recommendation. The final decision on this will be taken by Director General on the recommendations of Director IR&D and FDS.

**11.2** In case if the Supervisor is superannuated/retired from RSU, Supervisor shall continue till the completion of MPhil of the concerned student based on research topic and field of study. However, if he/she is unwilling or unable to continue then University shall allocate a new supervisor from the same discipline/inter-disciplinary field.

**11.3** In case of prolonged sickness or long leave or the cases of similar nature of a supervisor, a candidate may apply to the Director (R&D) for changing his/her supervisor.

## **12. M.Phil. Research Advisory Committee and its functions**

**12.1** There shall be a M.Phil. Research Advisory Committee, for each M.Phil. Scholar. This committee shall have the following responsibilities:

### ***12.2 Composition of the Committee***

The Research Supervisor of the scholar shall be the Convener of this Committee. It will include the Head of the Department, one external subject expert and one internal expert from RSU belonging to an allied Department.

### ***12.3 Responsibilities of the Committee***

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

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

**12.4** A M.Phil. research scholar shall appear before the M.Phil. Research Advisory Committee at least once in the entire program period to make a presentation of the progress of his/her work for evaluation and further guidance. In case the progress of the research scholar is unsatisfactory, the M.Phil. 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 M.Phil. Research Advisory Committee may recommend to the Director R & D with specific reasons for cancellation of the registration of the M.Phil. research scholar.

**13. M.Phil. : Course work (Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.)**

**13.1** The credit assigned to the M.Phil. course work shall be a minimum of 08 credits and a maximum of 16 credits.

**13.2** The course work shall be treated as prerequisite for M.Phil preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative/qualitative methods, computer applications, research ethics, research writing 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 degree.

**13.3** All courses prescribed for M.Phil. 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 concerned Departments and the Institute of Research and Development.

**13.4** The Syllabus and Mark distribution would be as follows:

### Semester I (Equivalent to Course Work)

Paper Code	Paper Name	Internal Marks	External Marks	Total Marks	Course Credits
-	Subject Specific	30	70	100	4
MPCOM102	Research Methodology	30	70	100	4
MPCOM103	Research Writing	30	70	100	4
	<b>Total</b>	90	210	300	<b>12</b>

**Total Marks of Semester 1: 300**

### Semester II

Paper Code	Paper Name	Internal Marks	External Marks	Total Marks	Course Credits
-	Dissertation	90	210	300	<b>12</b>

**Total Marks of Semester 2: 300**

***Grand Total of Marks of all the Semesters (300+300) = 600. Total Credits 24.***

**14. M.Phil. Evaluation and Assessment Methods, Minimum standards/credits for award of the degree, etc.:**

**14.1** The overall minimum credit requirement, including credit for the course work, for the award of M.Phil. degree shall not be less than 24 credits.

**14.2** Upon satisfactory completion of course work, and obtaining the marks/grade as the case may be, the M.Phil scholar shall be required to undertake research work and produce a draft dissertation within a reasonable time, as stipulated by the Department concerned based on these Regulations.

**14.3** Prior to the submission of the dissertation, the MPhil scholar shall make a presentation in the Department which shall also be open to all faculty members and other research scholars/students. The feedback and comments



obtained from them may be suitably incorporated into the draft dissertation in consultation with the Supervisor.

- 14.4** M.Phil scholar(s) shall present at least one (1) research paper in a conference/seminar before the submission of the dissertation for adjudication, and produce evidence for the same in the form of presentation certificates.
- 14.5** Before the submission of the Dissertation a soft copy should be submitted for checking plagiarism.
- 14.6** The Institute of Research and Development shall evolve mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation shall have an undertaking from the research scholar (that he/she is solely responsible for any case of plagiarism) and a certificate from the Research Supervisor attesting to the originality of the work, 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.
- 14.7** 4 hard bound copies should be submitted by the MPhil Scholar duly signed by the Supervisor and forwarded by the HOD to the Director (R&D). One Copy of the Dissertation copy would be for the Exam Department, One for the concerned Department, One for the Research Supervisor and One for the Candidate. After the Examination, the Exam Department will send the copy to the Library. A softcopy of the Dissertation in PDF Format should be submitted by the Candidate to the Library duly forwarded by the Supervisor and HOD for its submission to INFLIBNET / University Repository.
- 14.8** The M.Phil. Dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of RSU. 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 all faculty members of the Department, other research scholars/students and other interested experts/ researchers.

**15. M. Phil. : Standard of Passing**

**15.1** The evaluation of the M.Phil. Program will be done on a continuous basis. Thirty per cent (30%) of the evaluation shall be internal based on seminars, conferences, tests, assignments, field work, practicals, etc., as decided by the faculty and the remaining 70% shall be based on the examinations conducted by the University.

**15.2** The standard of passing for the M.Phil. Degree examination shall be:

i. There will be internal assessments and one End-semester examination during each semester. The internal assessments will form 30 % of the marks and the end semester examination will form 70 % of the total marks.

ii. A minimum of 50% marks in each paper (Internal + External is prescribed for a pass in the papers. There is no passing minimum in Internal Marks, however, 50% is prescribed as passing minimum in external). The candidate who has not secured a minimum of 50% marks in a paper will be deemed to have failed in that paper.

iii. A minimum of 50% marks in Dissertation (Internal + External is prescribed for a pass in the Dissertation. There is no passing minimum in Internal Marks; however, 50% is prescribed as passing minimum in external). The candidate who has not secured a minimum of 50% marks in dissertation will be deemed to have failed.

iv. The breakup of Internal Assessment of Dissertation of 90 marks shall comprise of Review of Related Literature/Internal Viva/ Pre Submission Seminar.

v. The Breakup of External Assessment of Dissertation of 210 Marks shall comprise of:

- Dissertation – 150 Marks
- Viva Voce – 60 Marks

**16. M.Phil. : Award of Class**

**16.1** i. First class with distinction: 80% of Aggregate marks and above.

ii. First Class: 60% of Aggregate marks and above

iii. Second Class: At least 50% of aggregate marks.

**16.2** A student who has secured the minimum number of marks required to pass in the paper but whose dissertation has not been accepted for award of M.Phil. Degree will be required to resubmit his/her dissertation with necessary modifications as suggested by the examiner. His/her marks of theory papers will be carried forward. Such a candidate shall not be required to appear again for examinations in theory paper.

**17. M.Phil. : Appearance Certificate / Provisional Certificate**

**17.1.** Examination Appearance Certificate will be issued by the HOD by the request of the M.Phil. Scholar through the Supervisor. The Appearance Certificate will be a bonafide certificate mentioning that the scholar will be appearing in the final year degree examination in such month and will be completing the MPhil degree in that month. The appearance certificate will also mention that the Attendance requirements and Teachings Days of M.Phil. of the Scholar was completed and Only a written examination, dissertation submission and dissertation viva voce is pending and it will be completed in that month. Such Appearance Certificate will be provided on case to case basis for enabling the candidate to join PhD in some other institution or RSU.

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

**18. M.Phil.: Depository with INFLIBNET:**

**18.1** Following the award of the M.Phil. degree, RSU shall submit an electronic copy of the M.Phil. Dissertation to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.

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