

RESEARCH REGULATIONS FOR M.Phil. PROGRAMME

REGULATIONS

1. Eligibility

- 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
- 1.2 Minimum eligibility is 55% of marks or equivalent CGPA. However 5% relaxation is given to the candidates belonging to SC/ST.

2. Categories of M.Phil candidates and place of research

- 2.1 There shall be two categories of M.Phil candidates as listed under:

- a) Full -time,
- b) Part-time

- a) Full-time Candidates : All approved candidates who pursue full-time study in this University shall belong to this category.

The University encourages residential system for all full time students. However it is optional in the case of full-time scholars

- 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.

3. Duration of the Programme:

- 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.
- 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; This shall be approved by the Head of the Department.

4. Admission Procedure

- 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.
- 4.2 All eligible applicants will be called for a 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.

- 4.3 The candidate will be issued a provisional admission letter by the Admission Office of the University.
- 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 If a candidate fails to do so within the permissible dates of payment of fees, the registration will be withdrawn and the candidate's name will be removed from the rolls after referring to the Supervisor.
- 4.5 Provisional admission will be given only after paying of fees and submission of all original certificates as required by the University.
- 4.6 Within a week of the admission, the Department research committee along with all approved research supervisors of the Department will allocate Supervisors for each candidate and to be submitted to HoD for approval and the same will be forwarded to Registrar.

5. Supervisors and Number of Candidates

- 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.
- 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 HoD.
- 5.3 In the case of Part-Time candidates there shall be a Co-Supervisor/ Coordinator from the organisation where he/she is employed.
- 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 and background, and research adequacies and willingness of the Joint Supervisor in consultation with the Supervisor.
- 5.5 If the supervisor happens to resign, HoD shall appoint a new supervisor from the relevant area within one month.

5.6 Provision for changes

(i) Change of Supervisor :

If a research scholar wants to change his / her supervisor for valid reasons, he / she shall write to HoD.

The BRC may approve the request of the research scholar to change his/her Research Supervisor on valid reasons.

(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 Coordinator-AR.

5.7 Recognition:

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:

(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.

(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.

5.8 Number of Candidates

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.

6. Prescription of Course work

6.1 Course work

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.

ii) A minimum of three courses being offered under any relevant approved P.G. programme of this University shall be prescribed.

iii) No change in the courses prescribed shall be made without the prior approval of the HoD.

iv) The students are required to register for courses within 15 days after the commencement of any semester.

- v) 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.

7. Monitoring the Progress of Candidates

(i) Discussions with Supervisor:

- 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.

- (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 Program Coordinator and the HoD to the Coordinator-AR for information, action and documentation.

8. Cancellation of Registration

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.

9. Submission of Dissertation.

- (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.
- (ii) Four copies of the Dissertation shall be prepared and submitted to the Controller of Examinations in accordance with the format and specification prescribed.
- (iii) The supervisor shall forward through HoD four copies of the Dissertation to the Coordinator-AR along with two panels of at least three names each (A) within Coimbatore region (B) Outside Coimbatore region within Tamilnadu.

- (iv) The Dissertation shall include a certificate from the concerned 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.
- (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.
- (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 Coordinator-AR.
- (vii) The Coordinator-AR will submit the copies of dissertation along with the panel of examiners to the CoE.

10. Evaluation of Dissertation

- (i) The Dissertation shall be referred to **two** examiners selected by the CoE from each panel of names recommended by the Supervisor and HoD.
- (ii) The examiner shall include in his / her report an overall assessment, placing the Dissertation in one of the following categories :
 - a. Recommended for the award of the M.Phil. degree:
Highly Commended/Commended.
 - b. Revision required
 - (i) Revised Dissertation be resubmitted
 - (ii) Revised Dissertation need not be resubmitted.
 - c. Rejected
- (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).
- (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.
- (v) If both examiners recommended rejection, the Dissertation shall be rejected and the registration of the research scholar stands cancelled.

(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.

(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.

(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

11. Oral Examination

(i) The Board of viva-voce Examination shall be :

- a. 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.

(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.

12. Award of M. Phil. Degree

If the Board of viva-voce Examination recommends, the candidate will be awarded M.Phil. Degree with the approval of the Board of Management.

13. Publication of Dissertation

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.

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.