

**REGULATIONS FOR THE AWARD OF DEGREE
OF MASTER OF PHILOSOPHY (M.Phil.) - 2019**

ALIAH UNIVERSITY

KOLKATA

Concomitant with the provisions under Sections 10 (1), (4), (13), (14), (15), (16), (21), and (27) of the Aliah University Act, 2007, the University makes the following regulations for the award of Master of Philosophy degrees.

These regulations may be called the Aliah University (Regulations for the Degree of Master of Philosophy (M.Phil)), Regulations 2019.

These Regulations will come into force on such date when it is approved by appropriate authority.

Notwithstanding anything contained in any other rule(s) or the regulation(s) for the time being in force, all admissions, course work, evaluation of dissertation, viva-voce and conferment of Degree shall be guided by these Regulations.

2. Preamble

2.1 The University provides facilities for research leading to the award of the M. Phil. Degrees.

2.2. The M.Phil. degree shall be a preliminary research degree which will include course work. The relevant programme shall provide facilities for undertaking research.

2.3. Research findings may be extended in the thesis for the Ph.D. degree. However the M.Phil. degree is not a prerequisite for admission to the Ph.D. degree. Candidates shall not however be allowed to pursue both the courses simultaneously.

2.4. Each M.Phil. candidate shall pay non-refundable fees as applicable separately for each component related to the M.Phil. Programme as prescribed by the competent authority of the University from time to time.

3. Duration and Course Structure of the M.Phil Programmes

3.1 M.Phil Programmes shall be of two years duration (4 consecutive semesters) and a maximum period of 4 years (up to thesis submission)

3.2 Women candidates and Differently-Abled persons (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. Programmes according to the Govt. rules.

Course Curriculum:

Semester	Course Credit	Marks
Semester I	Three papers of 4 Credit each	50x3=150
Semester II	Three papers of 4 Credit each	50x3=150
Semester III & IV	Dissertation-12 Viva-Voce - 4	150 50
Total	40	500

3.3 The course(s) on Research Methodology should 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. degree.

4. Eligibility Criteria for Admission

4.1 Candidates seeking admission to the M.Phil. programme shall have a two-year Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, in the discipline/subject in which he/she is applying for M.Phil. Degree or in a discipline/subject deemed relevant/allied by the Admission Committee of the Faculty concerned, 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.

4.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to Differently-Abled candidates as per the decision of the UGC from time to time. 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.

4.3 Additional eligibility criteria for admission to the M.Phil. programme of the University shall be as per the rules determined by the Admission Committee of the Programmes and the UGC from time to time.

4.4 Ordinarily, a candidate seeking admission to the M. Phil. programme will appear at the Admission Test in the subject in which he/she has obtained the Master's degree. In case a candidate wishes to apply for admission to the M. Phil. programme in a subject other than the one in which he/she has obtained the qualifying degree, he/she will have to seek an endorsement by the M. Phil. Scrutiny Committee of the subject in which he/she seeks admission as an M. Phil. student, at the time of the submission of his/her application for admission to the M. Phil. Programme.

5. Admission Procedure

5.1 The Board of Research Studies (BRS) of the University shall pre-determine manageable number of M.Phil. scholars to be admitted in the M.Phil. Programmes in each department depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar-supervisor/co-supervisor ratio, laboratory, library and such other facilities. The number of seats available in each department shall be notified in the website.

5.2 The University shall invite applications through its website and widely advertise the notification in leading newspaper of which at least one should be in the regional language for admission to the M.Phil. Programme.

5.3 For candidates who have qualified in UGC-NET/JRF, CSIR-NET/JRF, GATE, SET, SLET or equivalent examinations are exempted from written test, but shall be required to appear before an interview board.

5.4 The qualifying marks in the Written Test shall be 50%. A relaxation of 5% marks in written test may be allowed for Differently-Abled candidates.

5.5 The syllabus of the Written Test shall consist of 50% of research methodology and 50% shall be subject specific. The Written Test shall be conducted at the Department/Centre(s) notified in advance (changes of Centres, if any, also to be notified well in advance).

5.5 Candidates qualified in Written Test followed by interview will be selected for admission to the M.Phil Programme according to the following weightage:

Qualification/Degree	Marks Assigned (Weightage)	Score/Marks obtained by the Applicant
Graduation	10	(% Marks obtained divided by 10)
Post Graduate	15	(% Marks obtained divided by 15)
NET/SET/SLET/GATE	05	05
Interview	20	Based on performance in interview

5.6 At the time of interview the full-time faculty members of the University Department/ Centre concerned will objectively assess his research interest.

6. Course Work

6.1 The Course Work shall be treated as prerequisite for a candidate's progression to M.Phil. Programme. A maximum of 04 (four) credits shall be assigned to one and 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. Degree.

6.2 The credit assigned to the Course Work shall be of 24 credits.

6.3 All the courses prescribed for M.Phil. Course Work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment method duly approved by Board of Studies concerned. The department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the M.Phil. Scrutiny Committee of the research scholar.

6.4 All papers including term papers of the Course Work shall be properly taught and evaluated under the supervision of the Controller of Examinations or by an appropriate authority as per the prescribed rules and regulations of the university and the candidate shall produce the relevant document evidencing the successful completion.

6.5 A candidate must attend at least 75% classes in each course to be eligible to appear for the semester examination. If a student for any exceptional reasons fails to attend 75% of the classes held in the course, the Vice-Chancellor of the University may allow the student to sit for the examination if the student concerned has **attended at least 65%** of the classes held in the course concerned, along with the prescribed condonation fees and the order of condonation from the Vice-Chancellor.

6.6 Students shall not be awarded any class or rank on the basis of 1st and 2nd Semester Course Work examinations.

6.7 A student has to obtain a minimum of 55% of marks in aggregate or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) and a minimum 50% marks in each course in the course-work in order to be eligible to continue in the programme and submit the M.Phil. dissertation.

6.8 Students who fail to obtain 50% marks in any course/paper in the first or second semesters shall be eligible to appear for the same courses/papers in the regular semester examination in subsequent corresponding semester. There will be no supplementary examination for any course.

6.9 No student shall be permitted to take any M.Phil. end-semester examination more than three times. Absent in any semester (Candidate eligible to appear) or non-enrollment (Candidate eligible to appear) may be counted as a chance.

7. M.Phil. Research Committee

There will be an M.Phil. Research Committee:

7.1 To review and modify the existing syllabus and, if deemed necessary, frame the new syllabus for the M.Phil. Programme in the subject(s) concerned from time to time, and route it for approval of the Board of Studies concerned and the Academic Council.

7.2 To recommend the names of paper-setter, moderator, examiner, post-publication review examiner, etc. relating to the course work of the M.Phil. Programme to the Controller of Examinations.

7.3 To allocate supervisor to each M.Phil. candidate for supervising his/her dissertation work to be carried on after successful completion of the relevant course work of the M.Phil. Programme.

7.4 To recommend the panels of adjudicators/examiners to the Controller of Examinations for evaluation of M. Phil. dissertations/viva voce examination.

7.5 To perform such other functions as may be assigned to it by the Faculty Council concerned and / or the Academic Council.

7.6 The tenure of the committee is normally four years.

8. M.Phil. Scrutiny Committee

8.1 There will be a 3-member M.Phil. Scrutiny Committee for each M.Phil. student. The Research Supervisor of the scholar shall be the Convener of this Committee. The other members of the M.Phil. Scrutiny Committee shall be the Head of the Department concerned and an expert from concerned/allied/relevant department of the University to be nominated by the PG Board of Studies concerned from a panel of three members submitted by the Research Supervisor and forwarded by the Head of the Department.

8.2 In cases where the Head of the Department concerned is the Research Supervisor, the senior-most regular faculty member in the department would be the member of the M.Phil. Scrutiny Committee in lieu of the Head of the Department.

8.3 This committee shall have the following responsibilities:

- (a) To review the research proposal and propose the topic of research.
- (b) 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.
- (c) To periodically review and assist in the progress of the research work of the research scholar.
- (d) Recommend the name(s) of Examiner(s) for evaluation of term paper (or any other paper, if deemed necessary) as a part of the course work to be pursued by the candidate.

8.4 A scholar shall appear before M.Phil. Scrutiny Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. This six-monthly report shall be submitted by the M.Phil. Scrutiny Committee to the Board of Studies concerned with a copy to the scholar.

8.5 In case the progress of the scholar is unsatisfactory, the M.Phil. Scrutiny Committee shall record the reasons for the same and suggest corrective measures. If the scholar fails to implement these corrective measures, the M.Phil. Scrutiny Committee may recommend to the Faculty Council for PG Studies concerned through the Board of Studies with specific reasons for cancellation of the registration of the research scholar.

8.6 The tenure of the M.Phil. Scrutiny Committee is normally coterminous with the tenure of the individual scholar's research work.

9. Research Supervisor

9.1 Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the University with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor/Co-Supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Board of Studies concerned may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

9.2 Only a full-time regular teacher of the University can act as a Supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in an interdisciplinary/ multi-focal topic from the other department(s) of the University or from other related institutions with the approval of the Board of Studies concerned.

9.3 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. scholars. An Associate Professor as Research Supervisor/Co-Supervisor can guide up to two (2) M.Phil. scholars and an Assistant Professor as Research Supervisor/Co-Supervisor can guide only one (1) M.Phil. scholar.

9.4 In case of relocation of a woman M.Phil. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the university/institution to which the scholar intends to relocate provided all other conditions in this regulations are followed in letter and spirit and the research work does not pertain to the project secured by the University from any funding agency. The scholar will, however, give due credit to the parent guide and the University for the part of research already done.

10. M.Phil. Dissertation

10.1 The student who has passed all courses in the first and second semesters or in subsequent corresponding semesters shall spend the 3rd and 4th semester, or the subsequent two semesters after clearing his/her failed papers/courses, in conducting supervised research leading to an M.Phil. Dissertation.

10.2 The topic of M.Phil. Dissertation shall be approved by the M.Phil. Scrutiny Committee on a proposal submitted by the student through his/her supervisor.

10.3 The presentation of seminar on research topic for M.Phil. Dissertation shall be completed by the end of the second semester.

10.4 The topic of M.Phil. Dissertation, once decided shall ordinarily remain unchanged during the whole programme. However, the Coordinator and supervisor of the student may permit a modification in the topic, if considered necessary. Major changes can be made in the topic only after the approval by the Vice Chancellor.

10.5 Prior to the submission of the M.Phil. dissertation, the scholar shall make a presentation in the Department before the M.Phil. Scrutiny Committee which shall also be open to all faculty members and other research scholars for getting their feedback and comments. The feedback and comment are to be suitably incorporated into the dissertation under the advice of the supervisor/s. Notification regarding delivery of pre-submission seminar will be issued by the Supervisor concerned with the approval of the M.Phil. Scrutiny Committee.

10.6 The certificate of successful pre-submission seminar shall be issued by the Chairman, Board of Studies concerned. After successfully delivering the pre-submission seminar, the candidate shall be required to submit the dissertation within the stipulated date notified by the Controller of Examinations.

10.7 A student must have made one paper presentations in conferences/seminars out of his/her M.Phil. dissertation prior to submission of dissertation and examination of the same, and shall produce evidence for the same in the form of presentation certificate.

10.8 The Faculty concerned of the university shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the M.Phil. dissertation 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 same Institution where the work was carried out, or to any other Institution.

10.9 A student who fails to submit the dissertation within one-year or two semesters after passing the course-work examinations may apply for extension twice, each time for two semesters.

10.10 A candidate with 40% or more disability may be granted a further extension of two semesters to submit his/her M.Phil. dissertation in addition to the two extensions of two semesters each.

10.11 In all these cases, extensions shall be granted by the Dean of the Faculty concerned on the recommendations of the concerned M.Phil. Scrutiny Committee of the candidate concerned on the basis of satisfactory progress in his/her research work.

11. Evaluation of Dissertation

11.1 The Board of Studies concerned shall approve names of three persons not below the rank of Associate Professor/Scientist Grade E or its equivalent who have their expertise on the relevant field of research work, for appointment as external examiners of each dissertation by considering the list to be submitted by the supervisor(s), if any.

11.2 A Board of Examiners, consisting of the external expert and the Supervisor(s), shall be appointed by the Controller of Examinations.

11.3 The M.Phil. Dissertation shall be examined by a subject expert, external to the University, appointed by the Controller of Examinations on the recommendation of the Head of the Department concerned. The examiner shall examine the dissertation as well as examine the students in a viva-voce, in the presence of his/her Research Supervisor, or in the presence of Head concerned in case the concerned Research Supervisor is on leave/lien or in other exigencies.

11.4 The examiner shall be required to submit an evaluation report in a prescribed format to the Controller of Examinations and the viva voce examination shall be conducted only when the evaluation report recommends it.

11.5 The viva-voce examination, based among other things, on the critiques given in the evaluation reports of dissertation examiner and shall be open to be attended by members of the M.Phil. Scrutiny Committee, all faculty members of the department, other research scholars and other interested experts/researchers.

11.6 No grade / marks shall be given on M.Phil. Dissertation.

11.7 The public viva-voce of the research scholar to defend the dissertation shall be conducted only if the evaluation reports of the examiners on the dissertation are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner is unsatisfactory and does not recommend viva-voce, the University shall send the dissertation to another external examiner out of the panel of examiners and 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 shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

12. Publication

12.1 Following the successful completion of the evaluation process and before the announcement of the award of the M.Phil. degree(s), the University shall submit an electronic copy of the M.Phil. dissertation to the INFLIBNET Centre for hosting the same so as to make it accessible to all universities/institutions/colleges.

12.2 The University shall upload the list of all registered M.Phil. scholars on its website on year-wise basis with the mention of name of registered candidates, topic of his/her research, name of his/her Supervisor and Co-Supervisor, if any, and the date of enrolment and/or registration.

13. Interpretation

In case any dispute that may arise in connection with implementation and interpretation of the above Regulations, the decision of the Academic Council of the University shall be final and binding. Further, the Academic Council shall have the right to change any of these Regulations, as and when the need arises.