THIRUVALLUVAR UNIVERSITY

SERKKADU, VELLORE - 632 115

MASTER OF PHILOSOPHY (M.Phil.)

REGULATIONS

Effective from July 2019

Contents

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THIRUVALLUVAR UNIVERSITY
SERKKADU, VELLORE - 632 115

DEGREE OF MASTER OF PHILOSOPHY (M.Phil.,)

REGULATIONS

(with effect from the academic year 2019 - 2020 onwards)

REGULATIONS:

(a) The candidates pursuing M.Phil., programme will be governed by the M.Phil., regulations of the Thiruvalluvar University, amended from time to time. The rules and regulations governing course registration, attendance and discipline of students for M.Phil., programme shall be the same as for the Post Graduate programme in this university.

(b) The Departments/Extension Centres of the Thiruvalluvar University and the Departments of the colleges affiliated to this University must obtain prior approval of Thiruvalluvar University for the purpose of conducting M.Phil. programme.

(c) Notwithstanding anything contained in these Regulations or any other Rule or regulation, for the time being in force, this University shall not conduct M.Phil, programmes through distance education mode.

(d) The number of seats for M.Phil shall be decided well in advance to conduct the admission on a regular basis that shall be notified in the University website and widely advertised in popular dailies.

DEPARTMENT/GUIDE RECOGNITION:

(a) The Research Supervisors in Institutions/Departments affliated to the Thiruvalluvar University should obtain the required recognition from the University, subject to the fulfilment of other requirements prescribed by the University.

ELIGIBILITY OF INSTITUTIONS:

(a) All the Departments of Thiruvalluvar University are recognized for

conducting research programmes. The Institutions/Affiliated colleges interested in getting recognition must apply to the University for the recognizing them as Research centres by remitting the <mark>processing</mark> fee as prescribed by the University from time to time. The University will get these institutions assessed through an inspection committee and the recognition as Research Centre will be awarded based on the recommendations of the committee.

(b) The convener and subject expert members of the inspection committee for M.Phil., programmes shall be from the Board of Research Studies and <mark>approved supervisors of affiliated colleges.</mark> If the subject expert is not available, the senior most guide in that subject shall be selected as a subject expert in the Committee.

(c) After assessing the reports of the inspection committee the affiliation subcommittee of the syndicate will take a final decision before awarding the recognition.

(d) A predetermined and manageable number of M.Phil., students in the department shall be decided on an annual basis, depending on the number of the available eligible Faculty Supervisors and sanctioned strength allotted by the University (As per new UGC norms).

(e) The departments of various affiliated colleges of Thiruvalluvar University shall offer ü M.Phil., programme subject to the conditions as follows,

    i.   The college/Department has adequate facilities in the concerned subject for carrying out research,

    ii.   The college/Department has at least two qualified M.Phil., Research Supervisors in the subject, of whom at least one shall be Ph.D. degree holder. An exception may be given to the colleges, subject to the condition that the department should fulfil the requirement of having at least one Ph.D. holder on or before 12 months from the date of recognition.

    iii.   One batch of P.G programme in the concerned subject has to be passed out from the college.

ELIGIBILITY FOR GUIDESHIP:

(a) Every candidate admitted into the M.Phil., programme shall be registered under a qualified and recognized guide in the Department/Institution, where the candidate is admitted for this programme. The research guide shall guide the candidates, throughout his/her research programme and monitor his/her progress.

(b) The guide should be a Qualified Teacher as per UGC norms and possess atleast one year of teaching experience after M.Phil and should have published at least one research paper as first author or corresponding author in SCI journal for faculty of science and UGC notified journals for the faculty of Arts and humanities.

c) A research supervisor should undertake number of students (both FT and PT) for M.Phil. as per new UGC norms as given below,

Professor	3 candidates
Associate Professor	2 candidates
Assistant Professor	1 candidate

It is the responsibility of the supervisor to adhere strictly to the above UGC norms.

d) Only the Supervisors in the University Departments and the Post Graduate Departments of the affiliated colleges shall be recognized for guiding the M.Phil., programme with the approval of the syndicate.

e) The Research Supervisors, serving as teachers, shall be permitted to register candidates up to their age of retirement. One calendar year prior to their retirement. i.e., 57 years for college teachers and 59 years for university teachers.

f) Change of Supervisor may be permitted by the University based on the merit of the individual cases.

CATEGORIES OF M.Phil., SCHOLARS:

(a) Full - Time (FT)
(b) Part - Time (PT)
(c) Full - Time (FT) Interdisciplinary

(d) Part - Time (PT) Interdisciplinary

(a)   Full - Time (FT) M.Phil Scholars:

Scholars within the definition of this category are those who pursue their full-time M.Phil., programme in the Departments/Extension Centres of Thiruvalluvar University and recognized Departments of the colleges affiliated to this University.

(b)   Part - Time (PT) M.Phil Scholars:

Any person employed in any concern/organization/institution situated within the jurisdiction of the State of Tamilnadu or Research Institutions situated outside the State of Tamilnadu recognized by Thiruvalluvar University with a minimum of 55% of marks in the Master's Degree are eligible to register under Part-Time Research, provided they fulfill the eligibility norms framed by the University (page 8).

For part-time M.Phil., scholars, a minimum of 30 days attendance per year maintained by the HOD and Principal/Director of Research (University), is required and attendance certificate should be submitted to the University along with the thesis through the guide, HOD and Principal/Director of Research (University).

(c)   Interdisciplinary M.Phil Scholars (FT/PT):

(i)   Candidate shall normally be eligible for registration for M.Phil., programme in the discipline in which he/she has obtained the Master's degree.

(ii)   It shall, however be open to a candidate to apply for admission into the M.Phil., programme in another discipline related to the subject in which he/she has obtained Master's degree. Such candidates should clearly specify in the application form the subject in which he/she would like to get the M.Phil., degree. Whether the subject is related or not shall be decided by the Research Committee of University, depending on the merit of the case.

DURATION:

(a)   M.Phil.,: Full-time

The duration of the M.Phil., Full-Time programme shall extend over a period of one academic year (twelve months) consisting of two semesters commencing from August 1st every year and ending on 31st July.

(b)   M.Phil.,: Part-time

(i)   The duration of the M.Phil., Part-time programme shall extend over a period of two academic years commencing from 1st September of every academic year.

(ii)   The maximum period for completion of the M.Phil., programme is two years in the case of Full-time candidates, and three years in case of Part-Time candidates.

(iii)   The minimum duration for completion of M.Phil., in a discipline is two semesters and the maximum duration is four semesters.

REGISTRATION:

(a)   All Candidates who are admitted into the M.Phil., programme (Full-Time or Part-Time) will be registered to do research in a particular topic under the supervision of a recognized supervisor.

(b)   Candidates shall be registered for M.Phil., programme during only one session in a year, commencing on the first day of September.

(c)   The candidate who has registered for Full-Time M.Phil., programme, shall be permitted to appear for Part I examination only after completing the minimum period 90 working days (in the month of January). The candidate registered for Part-Time M.Phil., programme, shall be permitted to appear for Part I examination only after completing the minimum period of 180 days (in the month of August)

(d)   A candidate applying for registration shall do so, specifying the

broad field of research, which shall normally be one related to the field of specialization chosen in his/her PG degree.

The FEE structure should be decided by the University authority

The following are the fee structure for the M.Phil., candidates admitted in the University Departments with effect from 2018-2019

	Particulars	Full Time		Part Time	
		Laboratory courses	Non-Laboratory courses	Laboratory courses	Non-Laboratory courses
1	Admission Fee	500	500	500	500
2	*Matricula Fee	300	300	300	300
3	#Recognition Fee	500	500	500	500
4	Registration Fee and Registration application cost	1000	1000	1000	1000
5	Administration Fee	500	500	500	500
6	Tuition Fee (per Annum)	4500	4500	4500	4500
7	Laboratory Fee (per Annum for science scholars only)	2000	---	2000	--
8	Library Fee (per Annum)	500	500	500	500
9	Sports Fee (per Annum)	100	100	--	--
10	Internet Fee (per Annum) ID one time	1000	1000	1000	1000
11	Caution Deposit (general and Library deposit)	1000	1000	1000	1000
12	Group insurance	100	100	--	--
		12000	10000	11800	9800

*Applicable to candidates, who are seeking admissions in the Thiruvalluvar University for the First time.

#Towards Recognition of the Degree awarded by any University other than the Thiruvalluvar University, which forms the basis for the present selection.

The following Fees payable to the University shall be collected from each admitted candidate and remitted the same to the University while sending the admission list for approval:

    (a)   Library Fee Rs.500/- per annum
    (b)   Cultural and Youth Festival Fee Rs.50/- (whole course)
    (c)   Fee for the Development of Infrastructural facilities Rs.50/- (whole course)
    (d)   Registration and Processing Fee : Rs.500/-

NOTE: The Library Fee of Rs.300/- should be collected from the Part-Time M.Phil., candidates those who are studying in II year too and remitted to the University.

ELIGIBILITY FOR THE CANDIDATES:

    (a)   A candidate, who is qualified for the Master's Degree in Arts/Humanities/Science/Commerce either through regular study or Distance Education mode is eligible to register for the M.Phil., degree programme.

    (b)   Further, candidates who have passed the PG degree examination with less than 17 years of total duration of study are not eligible for admission to M.Phil., programme.

(c)   Candidates shall apply for the M.Phil., programme only after qualifying for their Postgraduate degree, before the last date, failing which their applications will be rejected.

(i)   Eligibility for M.Phil., (Full-Time) programme:

(a)   Candidates with a minimum of 55% marks in PG degree be eligible to register for M.Phil., (FT) and 5% mark relaxation to SC/ST candidates.

(b)   Further, those who are working as Full time Research Assistants / Project fellows / JRF / SRF in time bound Research schemes or one year duration or more in University Departments, Research departments of Affiliated Colleges / Recognized Research Institutions are eligible for admission.

(ii)   Eligibility for M.Phil., (Part-Time) programme:

(a) Any person employed in any concern/organization/institution situated within the jurisdiction of the State of Tamilnadu or Research Institutions situated outside the State of Tamilnadu recognized by Thiruvalluvar University with a minimum of 55% of marks in the Master's Degree are eligible to register for M.Phil., (PT).

(b) A minimum of 1 year teaching experience is required for the Government/Aided staff and Guest Lectures. No Objection Certificate (NOC) should be obtained from the Directorate of Collegiate Education (DCE) for the Government College staff, from the Secretary for the Aided college staff, from Director of Technical Education for the teachers of Polytechnic colleges from the Joint Director for School Teachers and from the Employer for the Self-financing colleges.

(c) Preference should be given to teachers working in the College, affiliated to this University and in the Departments of this University.

(d)   If the recognized guides are available in the non-lab oriented subjects in the affiliated colleges, the candidates may be registered for the P.T. programme in the non-lab oriented subjects only.

(e)   Candidates who wish to pursue M.Phil., (Part-Time) programme should enclose a Service Certificate and a No objection Certificate along with the application form.

(f)   It may be noted that the service certificates of the teachers should be issued by the Principal of the college/Polytechnic or Head Master of the Schools of any category.

(g)   Other applicants may be considered on merit basis following reservation rules of the Government of Tamil Nadu.

ENTRANCE EXAMINATION:

Applications are invited through online for Common Entrance Test (CET) for all Affilliated Colleges/University Departments/Autonomous Colleges/PG Extension Centre/Constituent Colleges/Research Institutions.
A Common Entrance Test(CET) for various disciplines , faculty of Arts & Humanities , Languages, Life Sciences, Physical Sciences, Computer Science, Mathematics etc., will be conducted will be conducted in four zones.
The fee for Common Entrance Test per candidate is Rs.1000/=

Syllabus for Entrance Test: PG syllabus of the Affiliated Colleges of Thiruvalluvar University. A candidate shall obtain a minimum of 50% of marks in CET.

The eligible candidates shall approach the research supervisor concerned for admission along with pass certificate issued by the University.
The Supervisor through proper channel shall forward the application for admission to the University.

Those students who qualify UGC/CSIR (JRF) Examination / SLET/GATE / teacher fellowship holder are exempted from the entrance test.

Autonomous colleges shall conduct the entrance examination on their own following the selection procedure: 50 miltiple choice questions (MCQs) for 50 marks of one hour duration. The list of selected candidates along with mark sheet shall be sent to the University for approval.

ADMISSION :

Admission for M.Phil may be done in the month of July. Those who have cleared for the common Entrance Test (CET) alone will be considered for the admission to M.Phil., programmes on MERIT basis.

The Candidate's who are studying PG programmes and cleared all the papers upto semester III are eligible to write the M.Phil Entrance Examination in the month of June. The Candidate should produce the evidence for PASS along with the final semester (IV sem) mark statement at the time of interview.

APPLICATION FOR ADMISSION:

(a) Candidates desirous of seeking admission to M.Phil., programme offered in the University Departments/Affiliated Colleges and Recognized Research Institutions should apply for admission in the prescribed application form.

(b) Application form may be downloaded from the University Website or it can be obtained from the Registrar, Thiruvalluvar University, Vellore-632 115 on payment of Application fee of Rs.500/- (Rs.200 for SC/ST candidates) for M.Phil., in the form of a Demand Draft on a Nationalized Bank drawn in favour of "The Registrar, Thiruvalluvar University", payable at Vellore, with a requisition indicating clearly, the Programme (M.Phil.,) either regular or Part-Time, for which the application is required.

(c) The candidates before applying are advised to ascertain the availability of vacancies in the concerned Departments/Colleges or with the Guide, where the candidates propose to register for the Research Programme.

(d) The 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 direction of the University Grants Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991.

As per the Government circular RC No.1135/DAW-2/2017,dated 04.01.2018, "3% to 5% in Physically Handicapped has to be increased".

HOW TO APPLY:

The application for admission shall be made in two copies:

(a)   Application to be submitted by the candidates to the recognized department of the university / affiliated college, where the candidate seeks admission. In case of downloaded application, it is to be submitted directly to the recognized department of the University / affiliated college along with the Xerox copy of the DD for Rs.500/- for the cost of application and registration Fee.

(b)   Application form for M.Phil has to include the following informations:
1. Mobile Number
2. E-mail Id
3. Aadhar Number
4. Photos – 2
5. Name, Father and Mother Name in Tamil

(c)   The College shall make use of the first copy of the application for selecting the candidates.

(d)   Hereafter, University shall not send applications to the concerned colleges /Departments.

(e)   The following are the sessions for admission to the M.Phil., programmes in University during each academic year.

M. Phil. Programme Session/s effective from	Last date for receipt of Application in the University Dept./College
1st August every year	15 th July every year

The applications should be accompanied by properly attested photocopies of the following certificates:

1)   Mark / Grade Certificate of the qualifying Post Graduate (PG) course.

2)   Provisional / Degree Certificates of the Under-Graduate (UG) and Post-Graduate (PG) Courses.

3)   Transfer and Conduct Certificates (issued by the Institution last studied)

4)   Community Certificate

5)   Service Certificate issued by the Employer, Head Master / Principal / Head of the Institution (in the case of candidates applying for part-time Programme, specifying the total duration of the service put in by the candidates in their organization)

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6) Such candidates applying for part-time programme, shall produce no objection Certificate issued by the DCE for government colleges / Chairman for teachers of Self-financing institutions / Director of Technical Education for teachers of Polytechnics / CEO for govt teachers of schools / Secretary for aided college and schools.

Instructions to applicants:

(a) The applications submitted by candidates for getting admission into a particular Institution / College cannot be transferred to another Institution / College.

(b) If the candidate wishes to apply for admission in more than one College /Department, he / she shall submit separate applications for each College /Department.

(c) The applications submitted for admission to Ph.D., programme cannot be transferred to M.Phil., Course and Vice-versa.

(d) Once the application submitted to the University / Colleges for a particular year shall not be considered for subsequent year(s).

(e) In case, the programme to which applied is not offered in the concerned Institution, the application will be rejected.

PROCEDURE FOR ADMISSION :

(a) Only the predetermined number of students may be admitted to M.Phil., programme.

(b) While granting admission to students to M.Phil., programmes, the Department / Institute /college shall pay due attention to the National/State Reservation Policy.

(c) The Heads of the University Departments / Principals of affiliated

colleges are requested to follow Guidelines issued by the University for admission to M.Phil., programme.

Each college shall have one Departmental Research Committee (DRC) consisting of the HOD and 2 senior eligible guides of the faculty in each subject to scrutinize the applications and the Certificates for admission and to recommend to the Director of Research (University), / Principal for selection of candidates

(d) The ultimate responsibility for admission made shall rest only with the Director of Research (University) / Principals of the Colleges.

(e) If it is observed at a later stage that the admissions given by the college is incorrect, the same will be cancelled by the University.

(f) The Principals should certify that the selections are made strictly on the basis of the Guidelines issued by this University.

(g) The admission may be made on the basis of the marks obtained by the candidates in qualifying examination in the PG programme and marks scored in the Entrance Test and viva-voce examination.

PREPARATION OF RANK LIST:

The total marks secured in written test should be clubbed with 50% of marks of PG examination in the subject concerned. The rank list shall be prepared for a maximum of 100 marks accordingly.

(a) The list of selected candidates shall be communicated to the University by the University departments and the affiliated colleges for admission.

(b) The conditions for admission prescribed under the regulations in respect of M.Phil. Degree Course should be strictly followed.

(c) The Principals shall insist on the production of eligibility certificate obtained from the Registrar of this University at the time of granting admission to the candidates who have passed their qualifying examination from other Boards / Universities.

SELECTION LIST:

The admission shall be made purely on the basis of merit, following the rule of reservation of the Government of Tamil Nadu from time to time

(a) Candidates from other states other than Tamil Nadu shall be considered under OC except SC/ST candidates.

(b) Along with the regular selection list, separate waiting lists under each quota shall be prepared and placed in the notice board.

(c) The total number of candidates selected to any branch of study shall in no account exceed the sanctioned strength which depends upon the number of approved guides, prescribed by the University for that Branch.

(d) If some selected candidates for admission do not turn up within the prescribed date or if any candidate drops out after admission the vacancies so caused, should be filled up immediately from the waiting list only in the order of merit under each category.

(e) Vacancy arising under BC category should be filled only with other communities.

(f) Vacancy arising under BC (Muslim) category should be filled only with BC candidates.

(g) Vacancy arising under MBC & DNC category should be filled only with BC candidates.

(h) Vacancy arising under SC category should be filled only with MBC / DNC candidates.

(i) Vacancy arising under ST category should be filled only with SC candidates.

ADMISSION PROCESS:

The Principals shall send the following particulars, along with the admission list, to the University, for perusal and approval. While forwarding the admission list, the following should be furnished:

(a) List of candidates applied.

(b) List of candidates appeared for the Entrance Test with absentees.

(c) List of Physically Handicapped candidates.

(d) Rank list of candidates.

(e) List of candidates Selected, including Physically Handicapped candidates.

(f) Separate waiting lists for BC, MBC, SC & ST.

(g) List of candidates admitted together with their applications and attested Xerox copies of the PG Degree and mark Statements and Eligibility Certificate in the case of candidates from other Universities.

(h) List of recognized guides available.

APPROVAL OF ADMISSION BY THE UNIVERSITY:

(a) The college HOD/ Principal / Director of Research (University), shall verify the originals submitted by the candidates and the university shall verify the same when it is necessary in some cases for justifiable reasons.

(b) The candidates selected for admission to the M.Phil., programme in the University Departments / Departments of Affiliated colleges, shall be required to submit the Original Transfer certificate and Conduct certificate issued by the Institution last studied, Eligibility Certificate in the case of candidates from other Universities, photocopies of statements of marks and Provisional/Degree certificates of UG, PG Degree Courses at the time of admission at the institution offering M.Phil., programme.

(c) All Original certificates except Transfer certificate, Conduct certificate and Eligibility Certificate are to be returned to the

candidates on the day of admission after verification by the Director of Research (University), / Principal of the colleges.

(d) All Original certificates including Transfer certificate, Conduct certificate and Eligibility Certificate of the admitted candidates are to be sent to the University, for verification before giving approval of the provisional admission already made in self-financing colleges.

(e) Original certificates of the candidates admitted in University departments / research departments of Government and Government aided colleges, need not be sent to the University for verification.

PROGRAMME OF STUDY / FRAMING COURSE WORK FOR M.PHIL.

(a) The course of study for the M.Phil., degree programme shall consist of three written papers under Part I and a Dissertation under Part II.

(b) The M.Phil., candidates shall take the following three courses as theory papers (under Part I)

(1) Research Methodology

(2) Second paper in the area related to the area of research as on support for pursuing research (as elective)

(3) Third paper on Topic of Research (pertaining to the area of specialization chosen by the candidate under a guide)

(c) The Part I examinations (papers - I, II & III) shall be conducted during January after completion of 90 working days for Full – time candidates and in August after completing 180 working days for Part - time candidates, in the academic year of admission.

(d) For each paper, 25% of marks would be allotted for the continuous internal evaluation and the remaining 75% would be allotted for Semester University Examination.

(e) For continuous internal evaluation / assessment four tests each for a maximum of 10 marks shall be conducted.

(f) The syllabi for paper – I and II shall be prescribed by the University and for paper III, the syllabus shall be prescribed by the respective Guide.

(h) The syllabi for all the 3 papers shall consist of five units.

(i) The duration for each written examination shall be 3 hours.

(j) Question papers for the final examination of Courses - I and II

shall be set externally and valued by external examiners form the Board of Examiners.

(k) Question paper for Courses - III shall be set and valued by the concerned guide.

(l) The valued answer scripts and duly signed mark statement for course III shall be sent to the University through the Director of Research (University), / Principal of the college

EVALUATION OF PART-I EXAMINATIONS:

(a) The process of evaluation, examination, grading, etc., for the M.Phil. programme shall be the same as for Master's programme except for the dissertation; Re-valuation of theory papers is allowed as the per the regulation of Master's program.

(b) However, Final semester students of the M.Phil., should be allowed to appear for examinations in any arrear papers in the month of August in second semester.

QUESTION PAPER PATTERN:

Section A [5x6 = 30 marks) either or type

Section B [3x15 = 45 marks) Three out of Five

One question from unit for Section A and Section B

(a) For the full - time candidate's course - I, course - II and course -III will be covered in the first semester and dissertation will be covered in the second semester.

(b) For the part-time candidate's course - I, course - II and course - III will be covered at the end of first year and dissertation will be covered in the second year.

(c) A candidate shall be declared to have passed course I, II and III, if he / she secures not less than 50% of the marks in the University Examination and 50% of the marks in the aggregate (i.e. continuous internal assessment and the written Examination taken together).

(d) Supplementary examinations for the theory courses shall be conducted depending upon the necessity.

SCHEME OF PART-I EXAMINATIONS:

(Credits and workload for the course shall be as per the P.G. norms)

The M.Phil. Degree is awarded if a student has Registered, undergone and secured the required minimum number of credits for the core and elective courses including Dissertation specified in the corresponding programme within

the stipulated time; Secured the required attendance; No dues to the college / University, Hostel or Library; No disciplinary action pending against him/ her

DISSERTATION (UNDER PART II):

(a)   MOOC ONLINE COURSE : Candidates has to choose any one MOOC online course in consultation with the supervisor. The course certificate has to be enclosed along with the other enclosures at the time of submission of M.Phil dissertation

(b)   Candidates should publish ONE research paper in the UGC indexed journals. It is MANDATORY for all the M.Phil candidates.

(c)   Candidates shall be required to choose a research problem in his/her chosen area of research and submit a dissertation incorporating the results of his /her investigation, carried out under the supervision of a recognized supervisor.

(d)   The research topic for the dissertation may be finalized even at the beginning of the M.Phil Programme, so that the collection of relevant literature and research design could be completed in the First semester leaving the entire Second Semester for the research work. The course registration for dissertation shall be in the First semester and a separate registration form shall be used for Registration.

(e)   Candidates shall submit the dissertation to the University through the Supervisor / the Head of the (University) Department / Principal of affiliated Colleges / Director of Research (University), not earlier than 5 months but within 7 months from the date of commencement of the second semester in the case of Fulltime candidates and not earlier than 10 months but within 14 months from the date of commencement of the second year, in the case of Part-time candidates.

(f)   The last date for submission of M.Phil Dissertation:

	Last date for submission	Part II Examination (Viva-Voce)
Without penalty	31st July every year	31st August
With penalty	30th September every year	30th October.

(g)   Prior to submission of the thesis, the student shall make a pre-M.Phil / presentation in the Department that may be open to all

faculty members and research students, for getting feedback and comments, which may be suitably incorporated into the draft thesis under the advice of the supervisor.
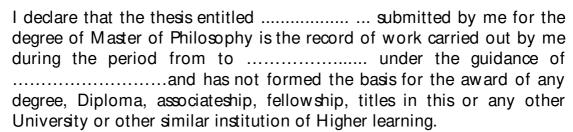
The following specifications have to be followed by every candidate while preparing his / her M.Phil., thesis.

(a) The title page of the thesis, cover, format, etc., should strictly conform to the format of presentation as prescribed (Appendix D) and the thesis (all copies) should carry a declaration by the candidate (Appendix E) and certificate (Appendix E) duly signed and issued by the Supervisor.

(b) The thesis should be hard bound

(c) Scholars can submit 3 copies of dissertation along with 1 soft copy in PDF format on CDs to the Controller of Examinations, Thiruvalluvar University after getting the thesis signed by the Research Supervisor and forwarded by Head of the Department / Head of the Institution / Organization as the case may be.

(d) The scholars can also submit the copies of the thesis in book form (size:21.0 cm x13.5 cm)

(e) Thesis text should be typed in Times Roman font with size 12 and double line spacing. Each page should contain at least 20 lines. The number of pages in any M.Phil., thesis should be restricted to 100 pages and in addition to this any scholar can include an annexure of maximum 25 pages.

DECLARATION:

Each candidate and the Supervisor shall furnish a certificate in the thesis that the thesis submitted is a record of research work done by the candidate during the period of study under the Research Supervisor and that the thesis has not been submitted earlier for the award of any Degree anywhere.

DECLARATION

I declare that the thesis entitled .... submitted by me for the degree of Master of Philosophy is the record of work carried out by me during the period from to .... under the guidance of ....and has not formed the basis for the award of any degree, Diploma, associateship, fellowship, titles in this or any other University or other similar institution of Higher learning.

Signature of the Candidate

MODEL FOR COVER AND TITLE PAGE OF THE M.Phil., THESIS:

Model for Cover and Title page of the M.Phil., thesis
TITLE OF THE THESIS

Thesis submitted in Partial
Fulfilment of the Master of
Philosophy (M.Phil.,) By

(Name of the Candidates)
Under the Guidance of

(Name of the Guide)

(Name of the Department)

(Name of the Institute)

(Name of the Place)

[Month & Year)

(a)   If a candidate is not able to submit his / her dissertation within the period stated above, he / she shall be given an extension time of 2 months in the first instance and another extension for submitting the dissertation in subsequent batch of candidates.

(b)   If a candidate does not submit his / her dissertation even after the two extensions, his /her registration shall be treated as cancelled and he / she has to re-register for the programme.

(c)   However, the candidate need not write the theory papers again, if he / she has already passed these courses.

(d)   The dissertation shall be valued by one external examiner and by the Research Supervisor separately, for a maximum of 150 marks by each examiner and the average of the marks awarded by both the examiners shall be taken.

(e)   The external examiner shall be selected from a panel of 3 (experts) examiners (within Thiruvalluvar University area) submitted by the Research Supervisor to the University. The same examiner may be invited for viva-voce examination also.

(f) An M.Phil candidate may be permitted to submit the dissertation even if there is any arrear in the theory paper. But the viva-voce will be conducted only after successful completion of theory papers.

VIVA-VOCE EXAMINATION FOR DISSERTATION:

(a) There shall be a viva-voce examination which shall be conducted by two examiners, one being the supervisor and the other, the external examiner within the Thiruvalluvar University area, appointed by Thiruvalluvar University.

(b) The maximum marks for both dissertation and viva-voce examination shall be 200.

(c) The distribution of marks is as follows:

(i) 50 marks for Viva-Voce (to be evaluated and awarded by both the supervisor and external examiner, separately)

(ii) 150 marks for the Dissertation (to be evaluated and awarded by both the supervisor and external examiner, separately)

(d) A candidate shall be declared to have passed Part - II Examination if he secures not less than 50% of the marks prescribed for the dissertation and 50% of the marks prescribed for the viva-voce Examination.

(e) The viva-voce examination shall be conducted by both the supervisor and the external examiner, (need not be the external examiner who valued the thesis) appointed by the University. The average of the marks awarded by both the examiners shall be taken.

(f) The valuation of M.Phil., Dissertations will be carried out by the external examiner and the viva-voce examination shall be carried out at the institution offering M.Phil., course. (viva is to be conducted only if the student passes in the valuation of the dissertation).

(g) One external examiner of the same discipline (within Thiruvalluvar University area) for 5 M.Phil., candidates, shall be appointed by the University for conducting viva-voce examination.

CLASSIFICATION OF SUCCESSFUL CANDIDATES:

    (a)   The candidates who passed written papers and dissertation shall be classified following the norms for PG programmes.

    (b)   Along with the Degree, the University, shall issue a Provisional Certificate certifying to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulation-2009, for minimum standards and procedure for awards of M.Phil degrees.

RESTRICTION IN NUMBER OF CHANCES (FULL - TIME / PART - TIME CANDIDATES):

    (a)   No candidate shall be permitted to appear for the written Examination in any course more than twice or to re-submit the dissertation or appear for the viva-voce examination more than twice.

    (b)   Resubmission of a dissertation shall be done with penalty fee, within 6 months from the first of the month which follows the month in which the result of the first attempt is announced.

    (c)   The permitted attempts of semester-I & II Examinations shall be completed within a maximum period of 36 months (for Full - time candidates) and 48 months (for Part – Time candidates) from the first of the month which follows the month in which the registration was done.

RE-REGISTRATION:

The candidates shall be permitted for Re-Registration based on the merit of individual cases. While Re-registering the candidates shall pay the following fees prescribed for Second semester / year :

Particulars	Science Subjects Rs.	Arts Subjects Rs.
(a) Tuition fee (per annum)	1500/-	1500/-
(b) Special fee	400/-	400/-
(c) Laboratory fee	2000/-	---
(d) Special Laboratory fee	1000/-	---
(e) (for subjects of Microbiology		
(f) & Biotechnology)		
(g) Re-registration fee	750/-	750/-

The Re-registered candidates are required to submit the dissertation not earlier than three months and not later than one year after the date of re-registration. No further extension of time shall be given.

CONFERMENT OF THE DEGREE:

Candidate shall be eligible for the conferment of the M.Phil., programme only after he / she is declared to have passed both written examinations and dissertation of the programme.

GENERAL:

Any condition prescribed throughout this regulation regarding any issue, may be given suitable relaxation / modification by the Vice-Chancellor, on the recommendation of the BoRs, based on the merit of the individual case, if it is justified with relevant documents

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Online Courses

Introduction

The curriculum in all disciplines shall be infused with the set of company selected materials from other disciplines, connect them under practice, collaboration with industry and opportunity of variety of internship. The curriculum deliver shall focuses on giving students the ability to apply their knowledge and skills in different fields inculcating problem solving skills for the societal problems, following moral and ethics, to reflect socio-cultural context.

University department ensure the optimal learning environment and support for students by engaging with the students with effective pedagogy and online courses offered by the teachers of the university.

Open and distance learning shall be provided to expand the opportunity for rural students to inculcate lifelong learning. The course offered on open and distance learning may be converted into online courses with the credit transfer as given below.

MOOCs in India and Abroad

- There are various notable institutions, both non-profit and commercial, that offer online courses worldwide with the help of MOOC providers. A few of these are listed below,

- **NPTEL (India):** Indian Institutes of Technology (IITs) and Indian Institute of Science (II Sc.) offer online courses through this platform which require no registration and are free of cost.

- The University Grants Commission (UGC) along with the HRD (Human Resource Development) Ministry has launched the MOOC program in India for higher secondary, Bachelors and Masters degree holders, which will cover a wide range of subjects that may or may not be taught in regular campus studies.

Future and Scopes of Online Courses

As it is being pointed out, Online Courses cannot replace the traditional approach of classroom learning but it can be used as an alternative method to bridge the gap between various schools of learning. It has been said however that Online Courses has certain limitations which are listed below:

- Although digitalization is a must now, there are many nations that are unable to provide the basic necessities to enroll for Online Courses hence the spread of Online Courses are limited.

- It is not always certain that all Online Courses provide degrees, certificates and/or diplomas which limits the number of candidates that enroll for these courses as many companies ask for records of the education levels achieved and candidates are unable to provide them with the same.

- A student's life is confined to one room that has internet access and a laptop or a computer which allows little or no interaction with the outside world.

- Thiruvalluvar University Departments shall opt for the SWAYAM/NPTEL/Other MOOC courses. Upto 20% of the total credits of any programs and the credits may be transferred in addition to their regular courses.

- Three tests will be conducted for all UG / PG / Online Courses including research degrees with internal assessment marks of 25 and external marks of 75.

45 Hours – 3 Credits

Online course

60 Hours – 4 Credits

The mentor / teacher is assigned for such courses for continuous internal assessment for monitoring and mentoring the course by conducting three internal assessments and final examination conducted by the Controller of Examinations.