

**MAHAPURUSA SRIMANTA SANKARADEVA VISWAVIDYALAYA
REGULATIONS FOR THE DEGREE OF MASTER OF PHILOSOPHY (M.Phil.), 2014**

*(Approved by the 2nd meeting of the Academic Council held on 20th November, 2014
and Notified vide No. MSSV/R/37/2014/1253 dated 12.01.2015)*



MAHAPURUSA SRIMANTA SANKARADEVA VISWAVIDYALAYA, NAGAON

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1. These Regulations shall be known as the “Regulations for the Award of the Degree of Master of Philosophy” and shall come into force from the date of the official notification.
 2. The Degree of Master of Philosophy (M.Phil.) shall be awarded to an eligible candidate by the University after successful completion of a course of study and research as prescribed under the Regulations herein below.
 3. The M.Phil. course shall be pursued only in a Post-Graduate teaching Department/ Constituent Colleges of the University.
 4. The M.Phil. programmes shall be conducted under the general supervision of the Research Council and the Departmental Research Committee (DRC) constituted under the Mahapurusha Srimanta Sankaradeva Viswavidyalaya Regulations for the Research Councils and for the Degrees of Master of Philosophy (M.Phil.) and Doctor of Philosophy (Ph.D.).
- (A) **The functions of the Research Council** in respect of M.Phil. courses shall be:
- (i) To look after, review and plan the M.Phil. programme in the University on the recommendations of the respective Departmental Research Committees.
 - (ii) To receive the report from the Departmental Research Committees on M.Phil. admission, appointment of supervisors, approval of topics of dissertation within three months from the date of admission of the M.Phil. students.
Provided that finalisation of topic of dissertation may be approved beyond the period specified above but not later than six months.
 - (iii) To recommend the names of M.Phil. candidates for award of scholarship or for any premature termination of scholarship.
- (B) **The functions of a Departmental Research Committee (DRC)** in respect of M.Phil. course shall be:
- (i) To scrutinize all applications for admission to the course, to interview the applicant and to recommend/report to the Research Council on:
 - (a) Admission of candidates to the course.
 - (b) Supervisors(s) and Topic(s) of M.Phil. dissertation.
 - (ii) To assign duties of teaching to the concerned teachers of the Department.
 - (iii) To organize Seminars/Tutorials, etc. as part of the M.Phil. programme.
- 5. Supervisors:**
- (A) To be eligible for appointment as a Supervisor of a M.Phil. student, one must ordinarily:
- (i) Be a member of the teaching staff of the University/constituent college / recognized as supervisor of M.Phil./Ph.D. programme of the University.
 - (ii) Hold a Ph.D. Degree. Provided that in exceptional cases and on recommendation of the Departmental Research Committee concerned, the Research Council may consider appointment of a teacher without a Ph. D. as a supervisor.

- (B) The Supervisor shall supervise the work and performance of the M.Phil. student assigned to him/her and report to the Departmental Research Committee on the progress of the candidates.
- (C) The Head of the Department shall exercise formal administrative and other Control over the candidates relating to his/her residence, discipline, scholarship, travel and field work in connection with his/her studies and research, on-job training, lectures, etc., in consultation with the Supervisor.

6. Eligibility for Admission:

A candidate for admission to the course leading to the Degree of Master of Philosophy (M.Phil.) must have passed the Post-graduate Examination of this University or any other University/Institute recognised as equivalent by this University securing a minimum of 50% marks in the subject in which he/she intends to pursue the course. Under special circumstances a candidate may be allowed by the Research Council on recommendation of the Departmental Research Committee to pursue the course in a subject other than one in which he/she obtained Masters' Degree, provided that the Research Council is satisfied that the branches are interrelated and the candidate is competent to undertake the Course in the particular subject.

7. Admission Requirements:

All applicants seeking admission to the M.Phil. programme of the University [except foreign students applying for admission as provided for under clause 8] must have cleared the NET/SLET/ICAR/ICSSR/GATE tests or equivalents thereof as recognised by the University at the time of application. All other applicants must have cleared the MSSV Research Admission Test (MSSVRAT) (**Annexure-I**).

8. Admission Procedure:

- (i) The eligible candidates shall have to apply for admission to the Chairperson, Departmental Research Committee at the Department in which he/she desires to pursue research. The University shall advertise for admission through newspaper/ MSSV website *www.mssv.co.in* at least twenty (20) days ahead from the date of admission.
- (ii) The application for admission must be made in the prescribed form obtainable from the Office of the Registrar on payment of the prescribed fees.
- (iii) The Chairperson, DRC shall place the applications in the meeting of the Departmental Research Committee. The Departmental Research Committee shall conduct an interview of the applicants and finalize the list of eligible applicants for admission in the department/centre.
- (iv) The Departmental Research Committee concerned shall allocate supervisors to each scholar at the time of admission.

9. The Course of study:

- (i) The M.Phil. students shall be required to:
 - (a) Undergo course work comprising lectures, tutorials, seminars, etc. on advanced topics and research methodology.
 - (b) Submit a dissertation or undertake project work as part of M.Phil. course.
- (ii) The syllabus for the M.Phil. course shall be recommended by the respective Board of Studies and duly approved by the Academic Council.
- (iii) Irrespective of differences in Syllabi, etc. between different subjects the M.Phil.

course shall conform to the general pattern as stated in these Regulation.

- (iv) Detail of course work is given in **Annexure II**

10. Duration:

- (a) The duration of the course shall be of one (1) Year.
 (b) In the first semester all the prescribed theory courses are to be completed.
 (c) A candidate shall have to submit the dissertation within six months of appearing in the Final (End-Term) examination.

Provided that if a candidate fails to submit his/her dissertation within the prescribed period he/she shall have to submit the same in the next academic session failing which his/her admission to the course shall be treated as cancelled.

11. Attendance:

- (A) All M.Phil. students shall be required to:
 (i) Attend a minimum of 75% of the total number of lectures prescribed and delivered for the course.
 (ii) Attend and participate in at least one (1) seminar to be organized by the Department.
 (iii) Take classes in the department, if assigned.
 (B) Irregular attendance and/or unsatisfactory performance shall disqualify an M.Phil. student from further continuation of the course if so decided by the Research Council on the recommendation of the respective Departmental Research Committee.

12. Submission of the Dissertation:

- (A) Each candidate shall be required to present at least one seminar paper on his/her Research topic in the Department before submitting his/her Dissertation.
 (B) The candidate shall submit to the Controller of Examinations through the Chairperson, Departmental Research Committee three type-written copies (as per **Annexure-III**) of the Dissertation accompanied by a copy of the receipt for the examination fee paid and certificate from the Supervisor stating that:
 (i) The Dissertation embodies the work of the candidate himself/herself and has not been submitted for any such degree anywhere before;
 (ii) The candidate has complied with all requirements as laid down in the Regulations relating to residence, duration of study/research, deposit of the prescribed fee, obtained clearance from the library (both Departmental and Central), etc. The certificate shall be countersigned by the Chairperson of the Departmental Research Committee concerned.
 (C) Dissertation shall be submitted only in English, provided that, the students of language subjects will have the option to submit the same either in English or in the language concerned along with an executive summary in English.

13. Appointment of Examiners:

- A. For examining the Dissertation of each candidate, the Vice-Chancellor shall appoint One external and one internal examiner (who must be the Supervisor) from the panel prepared by the Chairperson, DRC concerned in consultation with the respective supervisor(s). An open Viva-Voce examination of all the eligible M.Phil. candidates shall be conducted by a Board consisting of the following members.
 (i) Chairperson, Departmental Research Committee – Chairperson.

- (ii) All members of the Departmental Research Committee – Members. Provided that marks for the viva-voce shall be awarded by the Chairperson, DRC and the Supervisor of the scholar. Provided that a candidate must be awarded the minimum pass marks separately by both the Supervisor and the Chairperson, DRC. Provided that in case the Supervisor is the Chairperson of the DRC, one of the senior members of the DRC shall act as the Chairperson.

B. Distribution of the Course and assignment of Marks:

The distribution of the course and assignment of marks shall be as shown below:

- (i) Theory:

The distribution of marks in the Theory paper shall be as follows

	Internal Assessment	Final (End-term examination)	Total
Course– I	30	70	100
Course– II	30	70	100
Course– III	30	70	100
Course– IV	30	70	100
			400

In the scale of 4.00 points.

Candidates shall have to secure a minimum of 40% marks in aggregate of internal assessment and end-semester examination to pass a paper.

- (ii) Dissertation/Project Report/Design work: - 150 Marks
Viva-Voce - 50 Marks

Total - 200 Marks

In the scale of 2.00 points

- C. Grand Total (both Theory and Dissertation) - 600 Marks**
In the scale of 6.00 points

- D. (i)** There shall be internal assessment of 30 marks in each theory paper to be awarded against the following:

Sessional Exam I - 10 Marks

Sessional Exam II - 10 Marks

Seminar Presentation - 10 Marks

- (ii) Internal assessment shall not be repeated.

E. Evaluation:

- (i) Evaluation of the candidates will be done on the performance at Theory Papers/Dissertation/Project Report and Viva-Voce test.

- (ii) The performance of the candidate will be evaluated under the following heads of passing under the Grade points as below:

Examination	Full Marks	Pass Marks(in individual paper)	Grade Point	
			Total	Passing Grade for individual paper
Theory I	100	50	1.00	0.5
Theory II	100	50	1.00	0.5
Theory III	100	50		0.5
Theory IV	100	50		0.5
Dissertation/Project Report/Design work	150	60	1.50	0.6
Viva-voce	50	20	.50	0.2

- (iii) For qualifying at the examination for the award of the Degree of M.Phil. a candidate must secure not less than 4.00 points in aggregate and not less than 0.5 points in each individual theory paper.
- (iv) In Dissertation/Project Report a candidate must secure not less than 0.6(60%) points.
Viva-voce shall be conducted only if the Dissertation is awarded the minimum pass marks (0.6 Grade points) by both the internal and external examiners separately. In Viva-Voce test, he/she must not secure less than 0.2 grade points.
- (v) The successful candidates in the M.Phil. examination shall be awarded Degree of M.Phil. in the following Grade system:

Letter Grade	Quantity	Grade points	Equivalent numerical figure in the 50 scale out of 400 Marks
0	Outstanding	3.75 and above	75% and above i.e., 300 and above
A	Very Good	3.0 and above and above but below 3.75	60% and above but below 75% i.e., 240 and above but below 300
B	Good	2.5 and above but below 3.0	50% and above but below 60% i.e., 200 and above but below 240
F	Fail	Below 2.5	Below 50% i.e., below 200

- (vi) Every candidate shall be given a maximum of two consecutive chances (including The first regular chance) for passing the examination. Not appearing in an examination after becoming eligible to appear in the same amounts to losing a chance. A candidate shall have to appear in the second chance only in the failed paper(s) to pass the examination.
- (F) Matters not covered by the above Regulations shall be decided by the Research Council on the recommendation of the Departmental Research Committee.

ANNEXURE-I
GUIDELINE FOR MAHAPURUSHA SRIMANTA SANKARADEVA
VISWAVIDYALAYA RESEARCH ADMISSION TEST
(MSSVRAT)

1. The Mahapurusha Srimanta Sankaradeva Viswavidyalaya Research Admission Test (MSSVRAT) would be conducted by the Departmental MSSVRAT Board consisting of all the Ph.D. supervisors of the Teaching Departments. The Head of the Teaching Departments/ Centres of Studies concerned shall be the Member-Secretary of the Departmental MSSVRAT Board.
2. MSSVRAT would be conducted annually; however the final schedule of the Test would be notified in advance by the Office of the Registrar, Mahapurusha Srimanta Sankaradeva Viswavidyalaya.
3. The Office of the Registrar shall issue the Application Forms of MSSVRAT after receiving a prescribed fee. However, the filled-in application Forms shall be received by the Office of the Teaching Departments.
4. The MSSVRAT shall be conducted to select eligible candidates for admission to the M.Phil. and Ph.D. programmes of Mahapurusha Srimanta Sankaradeva Viswavidyalaya. Only the pre-determined number of students shall be given admission.
5. Candidates eligible for admission to the M.Phil. and Ph.D. Programmes are also eligible to apply for MSSVRAT.
6. The Departmental MSSVRAT Board shall carry out the entire process of holding the Test including receiving of application forms, preparing the question papers, evaluation of answer-scripts, tabulation and processing of results.
7. The results shall be declared by the Teaching Departments concerned with approval from the Vice-Chancellor.
8. The MSSVRAT shall be conducted in a single paper based on the subject concerned. The paper shall carry 100 marks and the duration of examination shall be of three hours.
9. The Member-Secretary of the Departmental MSSV Board would recommend to the Vice-Chancellor the panel of Paper-setters, Moderators, Tabulators and Examiners for approval. All recognized supervisors shall be eligible to act as Paper-Setters, Moderators, Tabulators and Examiners of MSSVRAT
10. The minimum marks for clearing the MSSVRAT shall be 50% (45% for candidates under reserved category). However, the Departments shall prepare the merit list of eligible candidates for admission to the M.Phil./Ph.D. Pre-registration Course Work on the basis of the Marks/ Grade Points secured in the qualifying examinations and viva-voce performance.
11. Validity of the MSSVRAT score shall be only for the current academic session.
12. Any matter not covered above shall be decided upon by the Departmental MSSVRAT Board with the Vice Chancellor's approval.

ANNEXURE-II

Course-I Research Methodology [Compulsory] (Total Marks 100)

Unit-I : Introduction to Research (Marks 25)

Necessity of Research
Philosophy of Research
Methods & Techniques of Research

Unit-II: Perspective of Research (Marks 25)

Synopsis and Abstract Writing
Language of Dissertation
Field Study
Seminar
Preparation for Viva Voce

Unit-III Thesis/Dissertation writing (Marks.25)

Selection of Topic of research
Design of Thesis/dissertation
Chapterization
Foot Note/End Note
Preparation of Bibliography/ Subject index/Author index
Consultation of MLA handbook
Finding/Conclusion

Unit-IV Computer Application or Practice of Dissertation Writing (Marks 25)

Course- II [Subject based, Compulsory] (Marks 100)

Course- III [Subject based Optional] (Marks. 100)
[Students may choose one out of 3.1., 3.2 and 3.3]

Course-IV [Subject based Compulsory] (Marks-100)

Course-V [Dissertation] (Marks-100)

The student has to present two seminars namely Synopsis Seminar and Pre submission Seminar.

****In case of M.Phil. Programme in Sankaradeva Studies, Course III shall be subject based compulsory, Course IV shall be a subject based optional and Course V shall be Dissertation**

ANNEXURE –III

Guidelines for Preparation and Submission of dissertation

1. All copies of the dissertation will be printed or type-written both side on standard A-4 size paper. The right margin should be 2.5 cm, the left margin 3.75 cm, the top margin 3.75 cm and the bottom margin 3.75 cm. Material should be typed on both sides of the paper. All textual material should be composed in Times New Roman font (12 point) and double spaced. Different font size and spacing may be used for quotations, footnotes, tables and figures, appendix and index, (if any). Same style and type should be used throughout the dissertation. Throughout the manuscript an indentation of five spaces or as required in a standard word processor should be used at the beginning of paragraph and quotations. Dividing of words at the end of the line should be avoided as far as possible.
2. The Maps and drawings may have appropriate size as advised by the Supervisor.
3. The title page (including the cover) should include the following – title of the dissertation, name of the degree, logo of MSSV, name of the author of the dissertation, Department under which the student was registered and the year of submission. The titles should be in capital letters beginning six spaces from the top of the page. If the title is too long to be centered on one line, an inverted pyramid style should be followed, without splitting words or phrases. Below the title, other items may be centered or balanced against the left and right margins of the page. Other items should not be typed in capital letters, only the initials of the principal words be capitalized. Name of the degree, the year of submission, title of the dissertation and short name of the author be embossed / printed also on the spine of the cover of the final copy of the dissertation in the hard bond form.
4. The Colour of the cover of M.Phil. dissertations will be Sky Blue
5. The candidate shall submit three copies of the dissertation in loose binding. However, before award of the degree he/she shall be required to make any correction, as directed by the examiner and submit one copy of the dissertation in a hard bound form for preservation in the library.
