



ANNAMALAI UNIVERSITY
ANNAMALAINAGAR 608 002



(Accredited with 'A' Grade by NAAC)

REGULATIONS FOR
MASTER OF PHILOSOPHY
R 2020
(As per UGC Regulations 2016)

DIRECTORATE OF ACADEMIC RESEARCH

Annamalainagar 608 002

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MASTER OF PHILOSOPHY PROGRAMME

CHAPTER I

ACT PROVISION

In accordance with the provisions of Section 31(b) of the Annamalai University Act 2013, the following Annamalai University Ordinance Governing the Award of the Degree of Master of Philosophy is prepared with the approval of the Syndicate.

CHAPTER II

REGULATIONS FOR MASTER OF PHILOSOPHY-2020

DEFINITIONS AND NOMENCLATURE

In the Regulations, unless the context otherwise requires

- i. "University" means Annamalai University, Annamalainagar – 608 002.
- ii. "Departmental Research Committee" means the Committee duly constituted by the Vice-Chancellor of the University for effective coordination of the research activities of the department.
- iii. "Programme" means Pre-doctoral Programme leading to the award of M.Phil. degree.
- iv. "Supervisor" means any faculty member of the University who has been recognized by the University to supervise the M.Phil. scholars.
- v. "Head of the Department" means Head of the Department of the Supervisor.
- vi. "Place of Research" for the M.Phil. scholars shall be the Department where the supervisor is working.

1.0. PREAMBLE

The Master of Philosophy (M.Phil.) Degree is the Academic Degree which requires extended study and extensive intellectual effort. The Master of Philosophy (M.Phil.) Degree is awarded to a candidate who, as per these regulations, has undergone certain specific courses, and shall submit a dissertation on the basis of original research in any particular subject/discipline that makes a contribution to the advancement of knowledge, which is approved by the Board of Examiners as required. The M.Phil. Regulations-2020 of Annamalai University from the admission to the award of "Degree of Master of Philosophy" is based on the **UGC (Minimum Standards and Procedures for award of M.Phil. Degree) Regulations dated 5th May 2016.**

2.0. GENERAL ELIGIBILITY

- 2.1. Master's Degree from UGC recognized University or any other qualification recognized as equivalent thereto in the fields of study notified from time to time by the University.
- 2.2. A minimum of 55% marks or CGPA 5.50 on a 10 point scale in the qualifying examination for Faculties of Arts, Science, Marine Sciences, Indian Languages, Education and Fine Arts. In the case of SC/ST/OBC (Non Creamy Layer) / differently-abled candidate, 50% marks or CGPA of 5.0 on a 10 point scale in the Master's degree.
- 2.3. Candidates who have completed their Master's Degree under 11+1+3+2 (or) 10+2+3+2 (or) 10+2+5 pattern of programmes of study are eligible. Candidates who have passed Master's Degree through Open University system are not eligible.

3.0. DEPARTMENTS OFFERING M.PHIL. DEGREE PROGRAMMES

Faculty	Departments /Disciplines
Arts	English, History, Political Science, Public Administration, Economics, Sociology, Social Work, Commerce, Population Studies, Business Administration, Rural Development, Library & Information Science and Philosophy.
Science	Mathematics, Statistics, Physics, Chemistry, Botany, Plant Biology & Plant Biotechnology, Zoology, Microbiology, Environmental Biotechnology, Bioinformatics, Geology, Applied Geology, Geoinformatics, Biochemistry, Biotechnology, Computer Science and Computer Applications.
Marine Sciences	Marine Biology & Oceanography, Coastal Aquaculture, Marine Biotechnology, Marine Microbiology, Marine Food Technology, and Ocean Science & Technology.
Indian Languages	Tamil, Hindi, and Linguistics.
Education	Education, Psychology, Physical Education and Yoga.
Fine Arts	Music

4.0. MODE OF SELECTION AND ADMISSION

- 4.1. University shall issue notification for M.Phil. admission every year in the month of June.
- 4.2. The candidates desirous of registering for M.Phil. Programme shall apply by filling all the relevant details mentioned in the online application form available in the University website and submit the completed on-line application before the due date as indicated in the notification issued from time to time. The print out of on-line application along with self-attested photocopies of all required certificates and documents has to be sent to The Director, DARE, before the due date.
- 4.3. Incomplete applications and applications with false information in any respect shall be summarily rejected without any intimation to the candidate.
- 4.4. The concerned department of study shall screen the applications as per the eligibility norms and the respective department shall conduct the written test cum interview only for eligible candidates.
- 4.5. The admission of M.Phil. students shall be based on the following admission criteria besides General Eligibility requirements.
 - (i) An entrance test at Post-Graduate level for 70 marks [70 multiple choice questions (MCQs), each question carrying one mark and the duration of the test is 90 minutes] followed by an interview that will have a weightage of 30 marks.
 - (ii) The candidates who secure 50% marks in the entrance test and interview put together are eligible for admission.
 - (iii) A relaxation of 5% marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/OBC (Non-Creamy layer)/Differently abled category.
 - (iv) UGC-JRF/NET/SLET/GATE/CSIR/ICHR/ICPR/ICSSR qualified candidates are exempted from the Entrance test but they have to appear for the interview.

- 4.6. The following is the constitution of the Departmental Research Committee (hereafter referred to as DRC). The members other than Head of the department and the co-ordinator of DDE shall serve only for one academic year.

Designation	Members
The Head of the Department	Convener
The respective Coordinator of DDE, if exists	Member
Two Professors/Senior Faculty members nominated by the Vice-Chancellor (in rotation)	Members
One Associate Professor (in rotation)	Member
One Assistant Professor (in rotation)	Member

- 4.7. The DRC will have the following functions:
- ✓ Selection of candidates for admission to the M.Phil. Programme.
 - ✓ Allotment of Supervisors to the students enrolled for the M.Phil. Programme.
 - ✓ Facilitating research facilities in the Department.
 - ✓ Framing the syllabus for course work.
 - ✓ Maintenance of research quality and quality publications.
 - ✓ Sorting out any other research related issues of the department.
- 4.8. If there is any dispute either in the constitution or functioning of the DRC, it shall be brought to the notice of the Director-DARE and the decision of the Vice-Chancellor shall be final.
- 4.9. The minutes of the DRC together with the recommendations of the Dean of the respective faculty will be placed before the Vice-chancellor for approval of the list of candidates selected for the M.Phil. Programme and supervisors.
- 4.10. The selected candidates shall be issued admission cards and they will be admitted to M.Phil. Programme in the respective department based on his/her PG qualification. The candidates should join before the last date mentioned in the admission card.
- 4.11. The scholar, supervisor and examiners shall not be relatives to one another.
- 4.12. This University does not offer M.Phil. Programme under Distance Education mode.

4.13. **Admission of Foreign Students**

Foreign students who are selected under various scholarship schemes, either by the Ministry of Education and Culture or the Ministry of External Affairs, will be given admission on the recommendations/sponsorship of the respective Ministry of Government of India. The other foreign students who seek admission should possess a Research VISA issued by the Indian Embassies abroad and produce a “No Objection Certificate” from the Ministry of Education, Government of India, after clearance from the Ministry of External Affairs. They should also show proof for financial capability for staying/pursuing M.Phil. Programme.

5.0 TUTION FESS & OTHER FEES

- 5.1. The selected candidates shall pay the prescribed fees before the last date mentioned in the admission card, failing which they will forfeit the seats.

6.0. PROGRAMME STRUCTURE

Course Work

- 6.1. All M.Phil. Scholars shall undergo 3 courses of 6 credits each spread over in two semesters.

Course – I : Research Methodology:
Common to all the M.Phil. Scholars in the Department.

Course – II : Core Course:
Common to all the M.Phil. Scholars in the Department.

Course – III : Field of Specialization.

- 6.2. The syllabus for the M.Phil. course work shall be approved by the Board of Studies of the respective department.
- 6.3. Examination for Courses I and II will be held at the end of the first semester and the examination for Course III will be held at the end of the second semester.
- 6.4. M.Phil. Scholars will sign the attendance register maintained in the Department on all working days. He/She is expected to earn a minimum of 80% attendance to write the course work examination, failing which he/she will not be permitted to appear for the examination.

- 6.5. A candidate will not be permitted to appear for the written examination more than two occasions. If a candidate fails in any course after two appearances, he/she will not be entitled to submit his/her dissertation. The candidate has to rejoin the programme as fresh student.
- 6.6. In addition to the course work, each M.Phil. scholar shall undertake original research in the chosen subject/discipline/specialization that contributes to the advancement of knowledge. He/She should submit a dissertation based on his/her research work. The candidates shall do research work in the University campus only.
- 6.7. On receipt of Report, the M.Phil. scholar should undergo a public Viva-voce examination.
- 6.8. The Head of the Department shall function as the Chairperson of the M.Phil. Programme.

7.0. NUMBER OF SCHOLARS

- 7.1. A Professor who is a recognized Supervisor shall supervise only a maximum of **3** M.Phil. Scholars at any time. An Associate Professor who is a recognized Supervisor shall supervise only a maximum of **2** M.Phil. Scholars and an Assistant Professor who is a recognized supervisor shall supervise only a maximum of **1** M.Phil. Scholar at any time.

8.0. DURATION OF THE PROGRAMME

- 8.1. M.Phil. programme is of one year duration spread over two semesters. The prescribed course work including M.Phil. dissertation shall be completed within a maximum period of two years.

9.0. EXTENSION OF DURATION

- 9.1. Due to valid reasons, if a candidate is not able to submit the dissertation within two years, a maximum of one year will be permitted by the Vice-Chancellor, if the request is genuine and the candidate is willing to pay the extension fees for the third year.
- 9.2. Woman candidates(who availed maternity leave) and persons with disability (more than 40% disability) are allowed to submit the thesis with a relaxation of maximum six months i.e., upto 2 years and 6 months.

10.0. SUBMISSION OF DISSERTATION

- 10.1. The candidate shall be permitted to submit his/her M.Phil. Dissertation after completion of one year from the date of joining the programme, and after having been declared to have passed all the three courses.
- 10.2. Dissertation shall be prepared in accordance with the prescribed format and specification (Annexure 1). Three copies of the dissertation along with proforma for submission of dissertation (Annexure – 2) and no dues certificate (Annexure – 3) shall be submitted after completion of the stipulated period. The Supervisor shall forward the dissertation copies with panel of examiners to the Director, DARE through Head of the Department and the Dean concerned.
- 10.3. The dissertation shall contain a certificate from the research supervisor (Annexure-4) specifying that the dissertation submitted is a record of research work done by the candidate during the period of study under him/her, and that the dissertation has not previously formed the basis for the award of any Degree, Diploma, Associateship, Fellowship or similar title.
- 10.4. The dissertation shall also contain a declaration by the candidate (Annexure-5) that the work reported in the dissertation has been carried out by the candidate himself/herself and that the material from other sources, if any, is duly acknowledged and no part of the dissertation is plagiarized.
- 10.5. The dissertation of language subjects will be in the respective language. However, the title and the certificates shall be given in English.
- 10.6. The M.Phil. dissertation will be evaluated by one External Examiner chosen from the panel submitted (Annexure – 6).
- 10.7. The External Examiner shall evaluate the dissertation and award marks. He/She shall also send a report on the merit of the dissertation in the proforma provided by the Director – DARE and a list of questions to be asked during the Viva-voce examination. (Annexure-7).
- 10.8. On receipt of the evaluation report of the acceptability of the dissertation from the External Examiner, a public Viva-voce examination will be conducted by the Head of the Department and the Research Supervisor (Annexure – 8).

- 10.9. If the Head of the Department happens to be the Supervisor, one of the senior faculty members in the department shall be appointed as Internal Examiner.
- 10.10. The Viva-Voce examination shall be held only on working days.
- 10.11. The M.Phil. scholar shall be asked to make a presentation before the audience and answer the questions raised by the examiner and the audience. The purpose of the Viva-voce is to test the understanding of the student on the subject matter of the dissertation and the competency in the general field of study.
- 10.12. The Viva-voce examination shall be held with all seriousness befitting the solemnity of an examination and no attempt shall be made to treat it as a mere formality.
- 10.13. After the Viva-voce examination, the Chairman shall send the Minutes together with the marks awarded for the Viva-voce examination to the Director - DARE (Annexure – 9 & 10) through proper channel.

11.0. AWARD OF M.PHIL. DEGREE

- 11.1. After the completion of evaluation of dissertation and Viva-voce examination, prior to the actual award of the degree in the Convocation, Certificate shall be issued on written request by the M.Phil. scholar to the Director, DARE, through the Supervisor and the Head of the Department along with the Viva Completion Certificate (Annexure – 11) and requisite fees.
- 11.2. The M.Phil. Degree Certificate shall contain the name of the scholar, photo of the scholar and also the title of the thesis along with the name(s) of the Faculty/Faculties and discipline(s). Further, the degree certificate shall also contain the statement that the degree is awarded in compliance with the University Grants Commission Regulations – 2016.

12.0. ETHICAL & LEGAL REQUIREMENTS

- 12.1. All research involving use of all data and material relating to human subjects as well as laboratory animals must be approved by the appropriate Ethical Committee constituted by the University. In practice this means that no research in this line can be undertaken until all the required approvals and authorisations have been given from the appropriate ethical committees.
- 12.2. It is the responsibility of the Research Supervisor and the Research Scholar to obtain approval from the relevant committee before initiating the research work.

- 12.3. The Research Supervisors and Scholars shall follow the regulations stipulated by appropriate bodies for undertaking research. Annamalai University has constituted Institutional Committees to scrutinize and approve research proposals.
- 12.4. Institutional Psychology Research Ethics Committee (IPREC) for research in Psychology and Institutional Humanities and Social Sciences Research Committee (IHSSRC) for research in Arts, Humanities and Social Sciences or cognate areas shall scrutinize research proposals to ensure that the dignity, human rights, health, safety and privacy of research participants are protected, that valid consent has been obtained and that the information gained by the research is not outweighed by any costs to the subject in time, effort, discomfort or potential risk. These Committees will also explore potential ethical issues that may arise as a result of the proposed research work
- 12.5. Institutional Technology Ethics Committee (ITEC) will address ethical issues specific to new and emerging technologies in terms of impact on the environment and human well-being
- 12.6. Regulations for Studies on Plants: All research work carried out on transgenic plants shall follow the guidelines laid down by the Department of Biotechnology([http://dbtindia.nic.in/guidelines_98 .pdf](http://dbtindia.nic.in/guidelines_98.pdf)).
- 12.7. Regulations for Field work: Permission for field work shall be obtained from the appropriate Departments of Forests, Fisheries, National Biodiversity Authority, Wildlife, etc.
- 12.8. *Regulations for Studies on Laboratory Animals*: The Institutional Animal Ethics Committee (IAEC) shall examine proposals involving research on laboratory animals.
 - a. The proposals shall be submitted to the IAEC for evaluation and approval in the prescribed format <http://envfor.nic.in/division/committee-purpose-control-and-supervision-experiments-animals-cpcsea-1#RF>.
 - b. The conduct of animal studies shall follow the rules for Good Laboratory Practice established by the Committee for the Purpose of Control and Supervision on Experiments on Animals (CPCSEA) under the guidance of an authorized Veterinarian.

- 12.9. Regulations for Biosafety: Biosafety rules encompass manufacture, import, export, and storage of micro-organisms, Genetically Modified Organisms (GMOs), and Gene-technology products as supplemented by the Biotechnology Safety Guidelines issued by the Department of Biotechnology (DBT).
- 12.10. Regulations for Human Sampling: The Institutional Human Ethics Committee (IHEC) will scrutinize the use of human volunteers and clinical samples for research. Sampling of human tissue and biological fluids shall conform to the ethical guidelines for biomedical research on human participants issued by the Indian Council of Medical Research, New Delhi (<http://www.icmr.nic.in/ethical.pdf>) (2006). With the burgeoning biomedical and pharmaceutical industry, there is a growing interest in obtaining human tissues for research, validation and commercial purposes. Researchers must be aware of the ethical and legal issues involved in using human tissues and comply with the Human Tissue Act (2004) and consent must be obtained.
- 12.11. Where research is being conducted in collaboration with another institution outside the University, the ethics policies of those institutions should be appended to any proposals to be considered by the Research Ethics Committee of this University, provided the experiments are carried out in this University. If the experiments are carried out in the collaborating institution, the procedure may be reversed.

13.0. RESEARCH ETHICS

Annamalai University is committed to undertake research with impeccable scientific integrity and in conformity with the accepted code of conduct on Good Research Practices (GRP). GRP is concerned with the organizational process and the conditions under which academic research is planned, performed, monitored, recorded, archived and reported. This requires appropriate training and supervision to ensure the highest achievable standards for conducting research. All Research Scholars and Supervisors shall follow these guidelines while planning and executing research.

13.1. Scientific Integrity:

All researchers shall maintain a very high degree of integrity with respect to all aspects of research including application for funding, designing and conducting experiments, analysing data, interpretation of results and publication of results.

13.2. Ethical and Legal Requirements:

All researchers must be aware of and comply, with the ethical and legal requirements relating to human participants, animals disclosures of personal information, biological material transfer and testing, and biodiversity protection before undertaking research. All researchers are expected to follow the standard procedures for conducting research laid down by relevant scientific and professional bodies.

13.3. Conflict of Interest:

A conflicting interest exists when professional judgement concerning a primary interest such as scientific knowledge may be influenced by a secondary interest such as financial gain, personal advancement or personal rivalry. Conflicts of interests may influence interpretation of results. Examples of potential conflicts of interest include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. All conflicts of interest, perceived, potential or actual, must be declared.

13.4. Safety:

A researcher must be aware of the safety precautions and potential hazards of materials and equipment, use, storage and disposal of chemicals, how to deal with spills and accidents and requirement for vaccinations when dealing with biological samples. Equipment used to generate data should be calibrated and serviced regularly to ensure optimal and reproducible performance. A Standard Operating Procedure (SOP) and easily accessible instructions for safe shutdown in case of emergency should be maintained for each equipment.

13.5. Economy:

All researchers shall exercise the principle of economy in the use of resources including infrastructure facilities, equipment and consumables. Regular review meetings shall be conducted by the Research Advisory Committee to assess the progress of research and to decide stop further experiments.

13.6. Documentation of Data:

All data must be recorded promptly, accurately, legibly, indestructibly, and signed and dated by the research scholar and countersigned by the supervisor. Confidentiality is important for data publication and protecting intellectual property.

All raw data, documents, protocols, specimens and reports shall be retained and archived by the research supervisor. Data must be retained intact for a period of at least 7 years from the date of any publication. Proper documentation of data will help in establishing ownership rights, and provide proof against charges of cheating or falsification.

13.7. Publication:

Annamalai University encourages researchers to publish research data while emphasizing the paramount importance of quality over quantity. All researchers shall refrain from “fudging” and fabricating data. If an error is detected after publication, the corresponding author shall request the journal to publish an erratum. If there are concerns and serious doubts about the authenticity of the data, the authors shall retract the paper from the journal. Any deviation from GRP and indulgence in research misconduct will be dealt with severely as detailed in the ensuing section.

13.8. Dissemination:

Results that are published may be disseminated, provided there is no infringement on any Intellectual Property Rights (IPR). However, researchers must exercise utmost caution in discussing work that is incomplete, unpublished, or pending patent application.

14.0. RESEARCH MISCONDUCT

14.1. Annamalai University policy on defining and dealing with research misconduct adheres to national and international conventions on the issue and the policy statement issued by the Govt. of India on addressing situations related to national integrity, which is the foundation of research.

14.2. Research or scientific misconduct is defined as fabrication, falsification and plagiarism, self-plagiarism, or deception in proposing, carrying out or reporting research results. However, honest error or differences of opinion cannot be classified as research misconduct.

14.3. Fabrication involves making up results and publishing them. A minor form of fabrication is where references are included to give arguments the appearance of widespread acceptance, but are actually fake, and/or do not support the argument.

- 14.4. Falsification refers to manipulation of research materials, equipment, or processes or changing or omitting data or results such that the research is not accurately represented in the research record.
- 14.5. Plagiarism involves the appropriation of another person's ideas, processes, results, or words without giving appropriate credit. Plagiarism also includes deliberate failure to appropriately credit prior work by others thereby giving a false impression of priority (citation plagiarism). Self-plagiarism is also considered as scientific misconduct.
- 14.6. Ghost-writing, the practice of commissioning an anonymous writer is also regarded as a form of plagiarism, because it undermines the integrity of scientific publication system.
- 14.7. Unacceptable Authorship:

Guest authorship refers to granting authorship out of respect for an individual, or because it will increase the likelihood of publication, credibility, or status of the work.
- 14.8. Gift authorship is credit offered from a sense of obligation, or anticipated benefit, to an individual who has not contributed to the work. Ghost authorship is denying authorship to an individual who has made substantial contributions to the research or writing of a manuscript.
- 14.9. Violation of ethical standards in human and animal experiments.
- 14.10. Suppression or failure to publish findings adverse to the researcher's interests.
- 14.11. Failure to follow established protocols if this failure results in unreasonable risk or harm to humans or the environment and facilitating of misconduct in research by collusion in, or concealment of, such actions by others
- 14.12. Intentional, unauthorized use, disclosure or removal of, or damage to, research-related property of another, including apparatus, materials, writings, data, hardware or software or any other substance or device used in or produced by the conduct of research.

15.0. INVESTIGATION OF RESEARCH MISCONDUCT

- 15.1. A committee duly constituted by the University will investigate the complaints of alleged research misconduct by the research scholars and/or supervisors.

- 15.2. The following is the composition of the committee to investigate the complaints of alleged research misconduct by the M.Phil. scholars and/or supervisors:

Designation	Members
The Director, DARE	Convener
The Dean of the concerned Faculty	Member
Head of the Department or a senior Professor in the Department	Member
Head of the Department from the concerned faculty (other than the scholar department) (nominated by the Vice-Chancellor)	Member
One Lady Faculty member (nominated by the Vice-chancellor)	Member

- 15.3. Confidentiality will be maintained during the investigation including the identity of the individual registering the complaint (complainant).
- 15.4. If the misconduct is unintended, due to an error in interpretation, or the charges are baseless, the complaint will be dismissed. However, a report will be filed in the office.
- 15.5. If the complaint is credible, the committee, after informing the M.Phil. scholar and Research Supervisor against whom the complaint has been made (the subjects), will assess the authenticity of the charge, and the nature of the misconduct based on the material evidence available.
- 15.6. The person (scholar/supervisor) will be allowed to defend himself/herself. However, he/she shall provide the Committee access to reports, raw data, electronic records, manuscripts and any other material relevant to the investigation.
- 15.7. The Committee shall complete its investigation and submit its report on the recommended course of action within a period of thirty days.
- 15.8. Annamalai University regards research misconduct as a serious offence and any member of staff/students may raise bonafide concerns confidentially and without fear of suffering a detriment. However, if the allegations prove to be made frivolous or with malicious intent, formal action against the complainant will be initiated.

- 15.9. If the charges of misconduct are proved, the subject(s) will be notified and disciplinary action initiated.

CHAPTER III

TRANSITORY PROVISIONS

16.0. AMENDMENTS TO THE ORDINANCE

This ordinance is subject to modifications or amendments as and when situation warrants from time to time by the Syndicate, based on the recommendations of the Academic council.

17.0. INTERPRETATION OF THE ORDINANCE

If any dispute arises in the interpretation of the ordinance, the decision of the syndicate shall be final.

ANNEXURES

Annexure - 1

A typical Specimen of Cover page and Title Page

THE HALL EFFECTS ON MHD FLOW

<1.5 line spacing>

A THESIS

Submitted by <Italic>

GOVINDARAJAN K R

in partial fulfillment of the requirements for the award of the degree of

<Italic><1.5 line spacing>

MASTER OF PHILOSOPHY



DEPARTMENT OF MATHEMATICS

ANNAMALAI UNIVERSITY

ANNAMALAINAGAR 608 002 <1.5 linespacing>

APRIL 2020

THE HALL EFFECTS ON MHD FLOW

A THESIS

Submitted by

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MASTER OF PHILOSOPHY



DEPARTMENT OF MATHEMATICS

ANNAMALAI UNIVERSITY

ANNAMALAINAGAR608 002

APRIL 2020



**DIRECTORATE OF ACADEMIC RESEARCH (DARE)
ANNAMALAI UNIVERSITY
ANNAMALAINAGAR 608002**



PROFORMA FOR SUBMISSION OF M.Phil. DISSERTATION

I. Registration Details:

Name of the M.Phil. Scholar: Contact No: Email ID:		Roll No:	
Name of the Supervisor: Contact No : Email ID :			
Month and Year of Registration			
Date of completion of minimum period		Date of completion of Maximum period	
Extension of period approved (mention date)	upto:	Date of submission of dissertation	

II. Extension of time for submission of Dissertation after two years:

Late fee details:

Amount (Rs.)	D.D. No.	D.D. Date	Name of the bank	Branch

III. Whether No Dues Certificate is enclosed :

Certified that the information furnished above is true and correct to the best of my knowledge.

Signature of the M.Phil. Scholar

Signature of the Supervisor
(Name with Seal)

**Signature of
Head of the Department**
(Name with Seal)

(For Office use only) Checked and Accepted

Dealing Hand



**DIRECTORATE OF ACADEMIC RESEARCH (DARE)
ANNAMALAI UNIVERSITY
ANNAMALAINAGAR 608002**



**NO DUES CERTIFICATE
(To be submitted along with Dissertation to the Director - DARE
Annamalai University, Annamalainagar)**

Name of the M.Phil.Scholar :
 Programme : M.Phil.
 Roll No. :
 Department and Faculty :
 Month & Year of Submission of Thesis :

Sl. No.	Details	No Dues Certificate	Signature (Name with Seal)
1.	University Library		
2.	Department Library		
3.	D1- Section		
4.	Department of the Supervisor and M.Phil. Scholar		
5.	Department Store		
6.	Hostel Office		
7.	Project Section (if applicable)		
8.	Scholarship Section (if applicable)		

***Strike off whichever is not applicable**

Declaration

I hereby declare that in the event of any due from me found at a later date, I shall refund the same to the Institution.

Signature of the M.Phil. Scholar

**Signature of the Supervisor
(Name with Seal)**

**Signature of
Head of the Department**

(Name with Seal)

ANNEXURE - 4



Annamalainagar 608 002

NAME OF THE SUPERVISOR :

Designation
Department of
Faculty of

CERTIFICATE

This is to certify that the dissertation entitled “.....” is a bonafide record of research work done by **Mr./Ms. xxxxxxxxxxxxxxxxx**, M.Phil. Scholar, Department of....., Annamalai University, Annamalainagar, under my guidance during the periodto and that this dissertation has not previously formed the basis for the award of any Degree, Diploma, Associateship, Fellowship or other similar title to this candidate or any other candidate.

This is also to certify that the dissertation represents the independent work of the candidate.

Signature of the Supervisor

Station:

Date:



Annamalainagar

DECLARATION BY CANDIDATE WHILE SUBMITTING DISSERTATION

DECLARATION

I, _____ M.Phil. Scholar in the Department of _____ declare that the work embodied in this M.Phil. dissertation entitled _____ is a result of my own bonafide work carried out with my personal effort and submitted by me under the supervision of _____ at Annamalai University, Annamalainagar. The contents of this dissertation have not formed the basis for the award of any Degree/ Diploma/ Fellowship/ Titles in this University or any other University or similar Institution of Higher Learning.

I declare that I have faithfully acknowledged and given credit and referred to the researchers wherever their works have been cited in the body of the thesis. I further declare that I have not willfully copied some others' data/ work/ results, etc. reported in the Journals, Magazines, Books, Reports, Dissertations, Theses, Internet, etc. and claimed as my own work.

Date:

Signature of the Candidate



DIRECTORATE OF ACADEMIC RESEARCH
ANNAMALAI UNIVERSITY, ANNAMALAINAGAR 608002

Dr.

DIRECTOR

Email:careau2018@gmail.com

Lr. No.

Date:

Dear Dr.....,

Sub: Annamalai University – M.Phil. Dissertation of Mr. –
Evaluation Report –Requested – Reg.

Ref: Your acceptance letter Dated

I gratefully acknowledge your letter cited above and thank you for accepting to evaluate the M.Phil. Dissertation of Mr....., entitled “.....”.

I enclose the dissertation with a request to evaluate it and forward your assessment in the prescribed Evaluation Report Form and the marks awarded. In addition, you are also requested to give a detailed report, indicating your specific comments on the thesis and questions, if any, to be answered by the candidate at the time of Viva-Voce Examination. If the thesis requires any revision, I request to suggest the specific nature of revision so that it will help the M.Phil. scholar to revise suitably.

I once again request you to send your Evaluation Report along with a detailed report and marks awarded at an early date (**in any case, not exceeding 15 days**). Kindly quote the Reference No: in all future correspondence.

Since evaluation of M.Phil. dissertation is highly confidential, I request you to contact only the Director-DARE for clarifications such as acceptance, evaluation report, etc. **No correspondence should be made to the supervisor or with scholar or with any other person in this matter.**

With Best Regards,

Yours sincerely,

DIRECTOR

Encl.:

1. Thesis
2. Evaluation Report Form
3. Remuneration Claim Form

ANNAMALAI UNIVERSITY, ANNAMALAINAGAR 608 002

M.Phil. Dissertation : Examiner's Evaluation Report

1. Name of the Candidate :
2. Reference No. :
3. Title of the Dissertation :
4. Overall Assessment : Place the thesis in ANY ONE of the following categories by a tick (☑) mark.
(Strikeout the statements which are not applicable)

(a) I recommend the acceptance of the dissertation in the present and further based on the standard attained, I classify the work as HIGHLY COMMENDED/COMMENDED

(or)

(b) I recommend the acceptance of the dissertation. However, the candidate shall incorporate the corrections indicated in my detailed report and place the corrected copy to the Viva-Voce Examination Board but the corrected thesis need not be sent to me

(or)

(c) I defer my recommendation at this stage and the candidate shall incorporate the suggested modifications in the dissertation and the corrected thesis along with the candidate's clarifications shall be sent to me.

(or)

(d) I reject the dissertation for the reasons set out in my detailed report

(e) Marks awarded (Maximum Marks : 100)

Note: ***In addition to placing the dissertation in ANY ONE of the above categories, a detailed report in about 300 words (or longer, if necessary) on the strength and weakness of the dissertation shall be enclosed. Also enclose a list of questions/ clarifications, if any, to be asked during the public Viva-Voce Examination.***

Date: Signature of the Examiner :
(not to be typed)

Place: Name in BLOCK Letters :
Address :



DIRECTORATE OF ACADEMIC RESEARCH
ANNAMALAI UNIVERSITY, ANNAMALAINAGAR 608002

Dr.

DIRECTOR

Email: careau2018@gmail.com

Proceedings No. .

Date:

Sub: M.Phil. Programme – Constitution of Viva-Voce Examination Board – Conduct of Viva-voce in respect of Mr. M. Kandan – Orders issued – Regarding.

The Vice-Chancellor is pleased to constitute a Viva-Voce Examination Board consisting of the following experts to conduct the Viva-voce Examination in respect of the M.Phil. Scholar, Mr. M.Kandan.

1. Professor and Head, Chairman
Department of Mathematics,
Annamalai University, Annamalainagar.
2. Dr. K. Srinivasan Supervisor and Member
Associate Professor,
Department of Mathematics.
Annamalai University, Annamalainagar.

The Chairman of the Viva-Voce examination Board is requested to conduct the Viva-Voce examination on a convenient date except Saturday, Sunday and Public holidays. The Viva-Voce Examination for the above scholar shall be conducted as an “Open Defense Type” and the date of Viva-voce examination may be fixed in consultation with the Research Supervisor and the same may be communicated to the Director, DARE 15 days in advance.

The Chairman shall conduct the Viva-Voce Examination. A minimum of fifteen members excluding the examiners should participate in the Viva-voce examination, for which the list of participants shall be sent along with minutes of Viva-voce.

A copy of the minutes of the Viva-Voce Examination shall be sent to the undersigned soon after the Viva-voce is over for taking appropriate action.

The receipt of the proceedings may please be acknowledged.

DIRECTOR

To
Convener / Member



DEPARTMENT OF _____

**ANNAMALAI UNIVERSITY
ANNAMALAINAGAR 608002**



**Proceedings of the M.Phil. Viva-voce Examination of
Mr. Saravanakumar. R held at 10:30 AM on 20.05.2020 at the
Department of English, Annamalai University, Annamalainagar.**

The M.Phil. Viva-voce Examination of Mr. Saravanakumar. R (Roll. No.) on his/her M.Phil. Dissertation Entitled “ ” was conducted on 20.05.2020 at 10:30 AM in the Department of English, Annamalai University, Annamalainagar.

The following members of the Oral Examination Board were present:

- | | | |
|----|--|---------------------|
| 1. | Professor and Head
Department of English
Annamalai University
Annamalainagar 608 002. | Chairman |
| 2. | Dr. K. Rajaraman,
Professor of English
Annamalai University
Annamalainagar 608 002. | Supervisor & Member |

The M.Phil. scholar, Mr. Saravanakumar. R, presented the salient features of his/her M.Phil. work. This was followed by questions from the board members. The questions raised by the Examiner were also put to the M.Phil. scholar. The M.Phil. scholar answered the questions to the full satisfaction of the board members.

The corrections suggested by the examiner have been carried out and incorporated in the Dissertation before the Viva-Voce examination.

Based on the M.Phil. scholar’s research work, his/her presentation and also the clarifications and answers by the M.Phil. scholar to the questions, the board recommends that Mr. Saravanakumar. R be awarded M.Phil. Degree in the **Faculty of Arts (Department of English)**.

Supervisor

HOD

Annexure – 10

List of Participants who attended the M.Phil. Viva-voce Examination in respect of **Ms. R. ANURADHA, Department of Sociology** on 10.04.2020 at 11.00a.m in the Seminar Hall, Department of Sociology, Annamalai University, Annamalai Nagar 608 002.

Sl. No	Name	Designation & Address	Signature
1.	Prof. P. Kandasamy	Professor and Head Department of Sociology Madurai Kamaraj University Madurai	
2.	Dr. Veerappan Supervisor	Associate Professor Department of Sociology Annamalai University	
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

Signature of the Supervisor
(Name with Seal)

**Signature of
Head of the Department**
(Name with Seal)



**DIRECTORATE OF ACADEMIC RESEARCH (DARE)
ANNAMALAI UNIVERSITY
ANNAMALAINAGAR 608002**



Ref: No.

Date:

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr. M. Kandan, M.Phil. Scholar in the Faculty of Science (Department of Zoology), Annamalai University, Annamalainagar, has successfully completed his Viva-voce examination held on 15-07-2020. The Viva-voce Examination Board has recommended the award of M.Phil. Degree to Mr. M. Kandan.

The M.Phil. Degree is in compliance with the UGC Regulations 2016.

DIRECTOR, DARE