



# The Sanskrit College and University

1, Bankim Chatterjee Street, Kolkata – 700073

[www.sanskritcollegeanduniversity.org.in](http://www.sanskritcollegeanduniversity.org.in)

## M.Phil. Common CSR

In exercise of the powers conferred by The Sanskrit College and University Act 2015, The Sanskrit College and University Authorities hereby make the following Regulations, namely **Degree of Master of Philosophy, (M.Phil.), Regulations 2017.**

1. These regulations may be called the **The Sanskrit College and University (Regulation for the Degree of Master of Philosophy, M.Phil.), Regulations 2017.** They shall apply to every candidate applying for admission registration, conduct and conferment of the Degree of Master of Philosophy (M.Phil.) of this University. They shall come into force with the passing of the same by the University Authorities.

Notwithstanding anything contained in any other Rule or Regulation for the time being in force, all admissions, registrations, course works and conferment of Degree shall be guided by these regulations.

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

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

### 4. Duration of the Programme:

4.1 M.Phil. programme shall be for a minimum duration of **four (4) consecutive semesters / Two year and a maximum of four(4) years** and will start from January of each year (*e.g. January 2017-December 2018*).

4.2 The women candidates and **Persons with Disability (more than 40% disability)** may be allowed a relaxation of one year for M.Phil. in the maximum duration. In addition, the **women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil. for up to 240 days.**

### 5. Eligibility criteria for admission to the M.Phil. Programme:

5.1 Candidates for admission to the M. Phil. programme shall have a Master's degree or a degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, **with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale** (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency

which is approved, recognized by the Equivalent Committee constituted by the University Authorities or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country like AIU for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

**5.2 A 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 decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. *The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.* Certificate of applicant belonging to Reserved category (S/C, S/T, OBC-A and OBC-B) of other states should be activated their certificates from West Bengal. *This certificate of activation should be submitted by the applicant at the time of submission of form within the stipulated date and time as advertised in the University website.***

**5.3 In case of candidates holding a qualifying degree from other Universities, admission for the M. Phil. Programme will proceed after determination of equivalence by the Sanskrit College and University equivalence (or relevant body) and fulfillment of the other admission criteria and *the candidate from other University should submit the 'Equivalence Certificate' of The Sanskrit College and University at the time of submission of application Form or at the time of admission.***

**5.4 Foreign students will be required to produce clearance from the government of India and/or other appropriate authorities, if any, for admission to the M. Phil. Programme. Enrolment in the M. Phil. Programme may be allowed to only such foreign nationals as have obtained and *are holding student/research visa.***

**5.5 Ordinarily, a candidate seeking admission to the M. Phil. programme will appear at the entrance Test in the subject in which he/she has obtained the Master's degree. In case a candidate wishes to apply for admission to the M. Phil. programme in a subject other than the one in which he/she has obtained the qualifying degree, he/she will have to seek an endorsement by the M. Phil. Research Advisory Committee of the subject in which he/she seeks admission as an M. Phil. student, at the time of the submission of his/her application for admission to the M. Phil. Programme. To encourage inter-disciplinary Research Programme and to make special provision for extra-ordinary meritorious candidate the University may make special provision and in that case the decision of the Vice-Chancellor is final.**

## **6. Procedure for admission:**

**6.1 *Course fees presently Rs. 5,000/-***(Five thousand only) (Excluding Self-Financed course) in Cash which may be revised at any time with the approval of the competent authority

6.2 The M.Phil. Programme shall be conducted by a University Department or a group of such departments. However, reputed Research Institute recognized by The Sanskrit College and University may collaborate and participate in these programmes with the approval of the University Authorities. Course work on Research Methodology shall be minimum 40 (Forty) credit hours. Course work on Research Methodology done from other Institutions of Higher Learning /University may be accepted.

6.3. The respective departments are allowed to conduct M.Phil. Programmes, on an annual basis through their academic bodies a predetermined and manageable number of M.Phil. Scholars to be admitted depending on the number of available Research Supervisors as per UGC guide-lines and other academic and physical facilities available, keeping in mind the norms regarding the scholar-teacher ratio, library and such other facilities. This Regulation makes provision for it Supervision of M.Phil. Dissertation provided that one of them must be a teacher in this University having all the requisite qualifications for being Supervisor as per UGC guide lines time to time.

6.4. The total number of vacancy must be notified well in advance in the university website and through advertisement in at least two (2) newspapers, of which at least one (1) shall be in the regional language. The details are available in university website (the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination center(s), where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates;). However the University has the right to increase or decrease the number of vacancy considering the availability of resources.

6.5. All the National/State-level reservation policy is applicable.

6.6. Student shall get admission to M.Phil. Programme through an Entrance Test conducted by the individual Department/Faculty of the university or the university as a whole. The students who qualify UGC-NET (including JRF)/UGC NET (including JRF)/SET/GATE/teacher fellowship holder/ a submit with ICPR/ICSSR/ICHR etc. fellowship or equivalent examination shall not be required to appear at the M.Phil. Entrance (written) test.

6.7. The entrance test shall be followed by an interview to be conducted by the concerned Department/Faculty of the University. A candidate who has been exempted from appearing at the entrance test shall also be required to appear at the interview. At the time of interview candidates seeking admission to the M.Phil. programme will be expected to discuss their research interest/area/broad field if possible.

6.8. The qualifying marks for Entrance Test will be 50% to appear at interview. **Reference S/C, S/T and OBC. S.C.U. vide Sl. No. 6(1) (c)**For admission to different courses, an SC or ST candidate getting admission should have obtained in the previous examination, qualifying marks not lower by more than 25% of the marks obtained by the last candidate of the general category. In case of OBC-A and OBC-B the candidates getting admission should have obtained in the

previous examination, qualifying marks not lower by more than 10% from the marks obtained by the last candidate of the general category. In any case, if a candidate obtains marks lower than the minimum qualifying marks prescribed by the University for admission to the relevant course, he will not be eligible for admission, Where merit list will be prepared on the basis of final score with fractional weightage of different fractions (like entrance test, qualifying exam marks, (10+2) level examination marks, interview, etc.), the SC/ST candidate should obtained final score not lower by more than 25% than that of the score obtained by the last candidate of the General Category and the OBC candidate should obtained final score not lower by more than 10% than that of the score obtained by the last candidate of the General Category.

6.9. The University shall maintain the list of all the M.Phil. selected students on its website on year-wise basis. The list shall include the name of the selected candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment at the end of third semester along with the proceeding of M. Phil. Research Advisory Committee.

## **7. Allocation of Research Supervisor:**

Eligibility criteria to be a Research Supervisor, Co- Supervisor, Number of M.Phil. scholars permissible per Supervisor, etc.

7.1 Any regular Professor of The Sanskrit College and University and any regular Associate/Assistant Professor of The Sanskrit College and University in refereed journals may be recognized as Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the University may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

7.2 Only a full time regular teacher of The Sanskrit College and University and a full time teacher other institutions of higher Learning recognized by the Authority of The Sanskrit College and University can act as a Co-supervisor. Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from sister institutions with the approval of the M. Phil. Research Advisory Committee.

7.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Department/Faculty concerned depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them. However in case of any disagreement, the decision of the Vice –Chancellor is final.

7.4 In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ University.

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

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

## 8. Examination

8.1 The M.Phil. Course of studies shall consist of four semester (*Semester-I, Semester-II, Semester-III & Semester-IV*).

*Semester-I* to be held at the end of the six months of first year course of study (*Month June of the year*)

*Semester-II* to be held at the end of the first year course of study (*Month December of the year*)

*Semester-III* to be held at the end of the first six months of second year course of study (*Month June of the year*)

*Semester-IV* to be held at the end of second year course of study (*Month December of the year*)

**8.2 Course Structure:** Performance of an M.Phil. student shall be evaluated on a continuous basis as prescribed by the M.Phil. committee constituted by the Hon'ble Vice Chancellor. The total marks allotted to a course, distribution of marks in each course to different components of performance, such as through terms papers, review essays, oral presentation in seminars, viva-voce, etc., shall be spelt out at the beginning of the session by the concerned M.Phil. Committee.

Semester	Description	Full Marks
I	<b>Paper-I Course Work</b>	
	Module – 1.1	50
	Module – 1.2	50
II	<b>Paper-II Course Work</b>	
	Module – 2.1	50
	Module – 2.2	50
III	<b>Internal Assessments</b>	
	Module – 3.1	50
	Module – 3.2	50
IV	Module – 4.1 <b>Dissertation</b>	150
	Module – 4.2 <b>Viva Voice</b>	50
<b>Total Full Marks</b>		<b>500</b>

**8.3 i)** A candidate to be eligible to appear the semester examination shall have to put in a minimum of 65% attendance in that course/semester in addition to satisfying all other relevant conditions laid down in the regulations.

**ii) Condonable limit:** if a student for any exceptional reasons fails to *attend 65% of the classes* held in the subject, the Vice Chancellor of the University may allow the student to sit for the examination if the student concerned has **attended at least 55%** of the classes held in the subject concerned, along with the prescribed condonation fees and the order of condonation from the Vice Chancellor.

#### 8.4 Examiner

i) Paper setters, moderators, examiners, scrutinizers for each paper will be appointed on the recommendations of the respective M.Phil. Committee.

ii) Script to be examined by single examiner for all theory paper, internal assessment and double examiner (internal and external examiner) for dissertation & viva voice.

#### 8.5. Examination Fees Structure

Examination fees and other related fees payable by the candidates for M.Phil. Examinations under Semester system shall be as follows: (*Except Self-Financing Course*)

- i. Rs. 250/- per semester per candidate as examination fee for theory courses.
- ii. Rs. 250/- per semester per candidate as practical/ seminar/ project fee etc.
- iii. Rs. 20/- per semester per candidate as cost of application form.
- iv. Rs. 30/- per candidate per semester as center fee for theoretical examination.
- v. Rs. 30/- per candidate payable with examination fees for final semester only as Diploma fee.
- vi. Rs. 70/- per candidate as delay fine.
- vii. Rs. 500/- per candidate as condonation fee for short percentage

#### 8.6 Examination Timing

i) Theory Papers	
Up to 25 marks	1 hour
26 TO 40 marks	1.5 hours
41 to 50 marks	2 hours
51 to 75 marks	3 hours
76 to 100 marks	4 hours

8.7 A Candidate have to appear Semester-1 within two year from the date of his admission.

8.8 Absent in any semester (Candidate eligible to appear) or non-enrollment (Candidate eligible to appear) may be counted as a chance.

### **8.9 Passing Criteria of Any Semester**

Candidate need to secure at least 50% marks in each module and 50% marks in aggregate to clear a particular semester.

### **8.10 Supplementary Criteria**

If a candidate appears in all module/papers but fails to secure 50% marks in not more than one module/paper in any Semester, he will be allowed to appear in that module/paper along with the examination of higher semester.

### **8.11 Reappearing Criteria**

- i) A candidate fail (not eligible as supplementary candidate) can appear the same semester without appearing the higher semester without attending the class.
- ii) Candidate failed in one module/paper can clear the paper in two more consecutive chances (excluding the main examination) along with higher semester. If the candidate unable to clear the previous semester in stipulated chances then he/she need to drop from the course.
- iii) Absence in any examination for any reason shall be counted as chance.

### **8.12 Total Time Duration to Complete the Entire Course**

A student has to clear the entire M.Phil. Course of Studies within the four (4) yrs. from the date of admission taken.

### **8.13 Grace Marks**

Candidates if fail to obtain the pass marks in a semester examination or 50% marks in final semester for a deficiency of one mark only in specific module(s) or in the aggregate, the benefit of additional one mark will be given to the above candidate in the paper in which the candidate secured the lowest marks, the same will be shown in Tabulation Roll and only total marks in the concerned module(s) will be shown in the mark-sheet.

### **8.14 Re-examination**

- i) Re-Examination is applicable only for Theoretical paper/mode of different semester of M.Phil. Course of Studies.
- ii) A candidate will be eligible to re-examine his/her script if he/she appeared the said Semester of the examination as a whole but not appeared as supplementary candidate i.e. any candidate who appear some papers (but not all papers) of the concerned Semester of Examinations will not be eligible to re-examine his/her script.

iii) A student shall be allowed to apply for review of not more than 1(one) theoretical module/papers provided that he/she has scored 50% on the aggregate of the remaining module(s)/ paper(s) of a semester.

iv) In re-examination of module(s)/papers for any Semester of M.Phil. Examinations, the marks awarded by the re-examiner in a paper will be taken as the marks obtained by the candidate in that paper. If on re-examination in a paper the marks get enhanced by more than 15% or get reduced by more than 5% than that awarded by the original examiner (the percentage be calculated on the basis of the full marks in that paper), the script of the paper shall be referred to a third examiner and the average of marks as awarded by the three examiners shall be taken as the marks obtained by the candidate in that paper, provided that such a final award does not result in the failure of the candidate or in lowering of the class or status obtained by the candidate prior to re-examination in which cases the original award be retained.

### **8.15 Cancellation of Examination**

Candidate may apply for cancellation of enrollment of the said examination with in the fifteen days from the date of completion of theory papers. The said cancelled examination will also be counted as a chance.

### **9. Dissertation**

9.1 The M.Phil. students successful in the examinations of second semester (for course work ) may proceed with the initiation of the dissertation work in the fourth semester.

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

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

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



## 10. Diploma/Certificate format



# The SanSkriT Col l ege and UniverSiTy

1, Bankim Chatterjee Street, Kolkata – 700073

[www.sanskritcollegeanduniversity.org.in](http://www.sanskritcollegeanduniversity.org.in)

This is to certify that ..... obtained the 2 year (four semester) degree of Master of Philosophy in the University under semester system in the year ..... the subject/field in which he/she was examined having been .....

The..... 20

The Sanskrit College and University

Vice-Chancellor

### 11) a. Constitution of the M. Phil. Research Advisory Committee

The M. Phil. Programme shall be administered by the M. Phil. Research Advisory Committee consisting of the Head(s) of the concerned Department(s) / Dean of the faculty, five whole-time teachers participating in the M.Phil. Programme of the University (to be nominated by the Vice-Chancellor) and not more than three external experts to be nominated by the Vice-Chancellor. The Vice Chancellor may reduce the number of whole-time teachers if he/she deems it fit for the purpose. In absence of Dean the Vice Chancellor may assign the duty to any other teacher or make an alternative arrangement as she/ he deems fit. The Vice-Chancellor shall also appoint one of the members as the Programme Co-ordinator who shall act as the Convener of the M. Phil Research Advisory Committee. The duration of M. Phil. Research Advisory committee will normally be of four years.

### b. The M. Phil. Research Advisory Committee shall

- i) Recommend to the Vice- Chancellor through the Registrar or Secretary of the relevant Faculty Council/ any officer assigned the duty of such office by the Vice-Chancellor, if any, the candidates for admission to the M.Phil. Course, and assign them to individual supervisors for guidance of their dissertation or project work.
- ii) Draw up the syllabi and prescribe methods of evaluation for the course, define the limits of the subject and course contents, and modify them, as and when necessary, with the approval of the relevant Faculty Council;
- iii) Organise seminars/tutorials etc.
- iv) Make all arrangements for evaluating the performance of the M.Phil. Students;
- v) Recommend the names to the Vice Chancellor for appointment to the Board of Examiners;
- vi) Recommend to the Vice Chancellor the award or otherwise of the M.Phil. Degree to the students, after considering the records of their performances, to be kept in the manner prescribed by the Syndicate.
- vii) Perform such other duties in connection with the administration of the M.Phil. Programme as may be directed by the Faculty Council.

These Regulations shall come into effect from the academic session 2017-2018.