

Shree Somnath Sanskrit University

(Established by Government of Gujarat)
Rajendra Bhuvan Road, Near Birla Temple, VERAVAL – 362 266
Dist. Gir Somnath, Gujarat, India

M.Phil. Ordinances

(Rules & Regulations governing M.Phil. Programme of Shree Somnath Sanskrit University – Veraval as per the U.G.C.'s Minimum Standards and Procedures for Award of M.Phil. Degree Regulations 2009 notified vide **Gazette of India** No. 28 dated 11.07.2009 (*Ashadha 20, 1931*), amendments made as per the University Grants Commission Minimum Standards and Procedures for Award of Ph.D. Degree Regulations, 2016 notified vide **Gazette of India** No. 278 dated 05.07.2016 (*Ashadha 14, 1938*) & pp. 4049-4056 and U.G.C.'s letter No.F.No.1-1 (2002) (PS) Pt file III, dated 20.08.2009 to amend the concerned regulations accordingly)

O. M. Phil. 01

General

- 1.1 This ordinance shall come into force with effect from the date of its notification.
- 1.2 There shall be M.Phil. Entrance Test (known as M.E.T.) for admission in the M.Phil. Programme of the University every year. The Entrance Test shall be held in the beginning of an academic year by the University. The student who qualifies in this test will be eligible for admission to M.Phil. Programme of the University.
- 1.3 The Entrance Test Committee shall be constituted by the Vice-Chancellor. The Committee shall have one Chairperson, four members and a Member Secretary. Mandate of the Entrance Test Committee shall be as follows:
 - (i) to scrutinise application forms
 - (ii) to conduct the M.Phil. Entrance Test,
 - (iii) to prepare the result,
 - (iv) to submit the result of M.Phil. Entrance Test for declaration
 - (v) to announce time table for the Entrance Test
 - (vi) Any related work assigned by the Vice-Chancellor
- 1.4 The Registrar (finalized by Examination Section) shall declare the result of M.Phil. Entrance Test through notification by keeping the reservation policy of the State/Central Government in consideration.
- 1.5 The number of seats available subject-wise shall be notified in an advertisement / on the University website as per UGC guidelines.
- 1.6 While admitting students for the M.Phil. Programme, the reservation policy of the State / Centre Government shall be followed by the University.
- 1.7 The M.Phil. Programme shall be of minimum **two (2)** semesters (i.e. 1 year) and maximum of **four (4)** semesters (i.e. 2 years) (Old: The M.Phil. Programme shall be of **two (2)** semesters (i.e. 1 year))

O. M. Phil. 02

Eligibility, Admission Procedure and Allocation of Students

- 2.1 A candidate intending to enrol himself/herself for the M.Phil. Degree must be a post graduate degree-holder with 55% or B+ and must have passed the M.Phil. Entrance Test (M.E.T.). Candidates belonging to SC/ST category shall be given relaxation of 5%. Relaxation of 5% marks shall also be given to physically challenged/disabled candidates.
- 2.2 Candidates appearing in the final examination of the Acharya/M.A./Post Graduate Degree shall also be eligible to apply for the M.Phil. Entrance Test but their Entrance Test result will be validated only after their final Post Graduate Degree Examination Result declaration/availability in the same **cycle-year** which shall not be later than the date of registration.

- 2.3 Allocation of research supervisor/guide to a candidate shall be decided by the University in a formal manner depending upon the number of students per faculty, available specialization among faculty supervisors, and the research interest of the student as indicated by the student in his/her application. The allocation of supervisor shall not be left to the individual student or teacher.
- 2.4 The students who qualify UGC/CSIR (JRF) examination NET/SLET/GATE/Teacher Fellowship holders shall be exempted from the M.Phil. (M.E.T.) Entrance Test. However, they would be required to fill up the M.Phil. Entrance Form as well as to go through RDC.
- 2.5 Provided that 20% seats of each subject shall be reserved for the above categories, however, other students may be considered if sufficient numbers of students belonging to above categories are not available.
- 2.6 Change in the Title of the dissertation of M.Phil. shall be possible with the approval of the Vice-Chancellor.
- 2.7 M.Phil. Candidates who are awarded any scholarship/fellowship/freeship by the U.G.C./State Government/Central Government/or any Governmental Body shall submit to the Registrar of this University his/her **Six Monthly Progress Report (Annexure-I)** at the end of every semester duly approved by the Dean of the respective Faculty he/she belongs to.
- 2.8 M.Phil. Candidates who are awarded any scholarship/fellowship/freeship by the U.G.C./State Government/Central Government/or any Governmental Body shall submit to the Registrar of this University his/her **Quarterly (Three Monthly) Continuance Certificate (Annexure-II)** at the end of every three months duly approved by the Dean of the respective Faculty he/she belongs to, for the further step of next instalment fellowship disbursement from the concerned body.
- 2.9 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 the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

O. M. Phil. 03

Entrance Test

- 3.1 The Entrance Test shall have the following **four** components:
 - a) Research Methodology (weightage 30%)
 - b) Functional English Language (weightage 15%)
 - c) Functional Knowledge of Computer (weightage 15%)
 - d) Respective Subject Content (weightage 40%)
- 3.2 The nature of the Test shall be Multiple Choice Question (MCQ) type as well as Subjective (Essay) type.
- 3.3 The component (a) shall have questions on testing containing (i) analytical ability, (ii) reasoning ability (iii) research aptitude and (iv) research related information. Each sub-component shall have equal weightage.
- 3.4 Questions in components (b) and (c) shall pertain to functional skills aiming at testing the basic knowledge of the candidate.
- 3.5 Component (d) shall be based on the syllabi of 'core' courses /papers studied at Masters Level in the concerned subject.

O. M. Phil. 04

Change of Supervisor

Only under special circumstances, the candidate may be allowed to change the supervisor by the Vice-Chancellor on the recommendation of the Dean of the concerned Faculty.

O. M. Phil. 05

Eligibility for M.Phil. Guideship/ Research Supervisorship:

5.1 The prospective regular teachers of the University/affiliated Mahavidyalayas/Colleges/Research Centres only shall be eligible for Recognition as M.Phil. Guides. The candidate for the Guideship shall be eligible for recognition as M.Phil. Guides as per the following requirements:

(a) he/she is a P.G. recognised teacher of the University with a Ph.D. Degree.

(b) No teaching/research experience for the teachers of the P.G. Level after PG Recognition recruited through direct recruitment. Two years of teaching/research experience for the teachers of the U.G. Level. (Old: he/she has at least two years of teaching/research experience at the P.G. Level after PG Recognition or three years of U.G. experience.)

[Note: One who is directly recruited in this University through a duly constituted Selection Committee shall be deemed to be a recognized Post Graduate Teacher],

5.2 The number of seats for M.Phil. shall be decided well in advance and notified on the University website or in the advertisement.

5.3 E.C./A.C. of the University, at any time on the recommendation of the Research Section, shall be empowered to withdraw the Guideship of a recognised teacher. The Research Section can make such a recommendation on the ground of: (a) moral turpitude, and / or (b) plagiarism, and / or (c) any act harming the interest of the University.

5.4 A recognized Guide shall not be allowed to register a candidate for M.Phil. if the researcher is blood related/closely related to him/her.

5.5 The maximum number of candidates to be enrolled for M.Phil. Programme under the supervising teachers at a given point of time for different cadres shall be as follows:

Professor	: 03 students
Reader/Associate Professor	: 02 students
Lecturer/Assistant Professor	: 01 students

*However, for the Principals who are recognized guides working in the scale of Professor shall be able to enrol three (03) students and those Principals who are recognized guides working in the UGC pay scale of Assistant Professor (15,600-39,100 with AGP/GP of Rs. 6,000 /- & above from time to time) shall be able to enrol one (01) student.

(Old: The maximum number of candidates to be enrolled for M.Phil. programme under the supervising teachers at a given point of time for different cadres shall be as follows:

Professor	: 05 students
Reader/Associate Professor	: 04 students
Lecturer/Assistant Professor	: 03 students

*However, for the Principals who are recognized guides working in the scale of Professor shall be able to enrol five (05) students and those Principals who are recognized guides working in the UGC pay scale of Assistant Professor (15,600-39,100 with AGP/GP of Rs. 6,000 /- & above from time to time) shall be able to enrol three (03) students.)

5.6 Teachers (who are research supervisors/guides) of the University/affiliated Mahavidyalayas/Colleges/Research Centres shall submit the **M.Phil. Guide's Undertaking (Annexure-III)** to the University that they are/will no longer remain research supervisors/guides of any other University/Institution of India or abroad than this University as per the UGC's regulations 2009.

5.7 In the light of the UGC's letter no. D.O. No. F. 10-6/2011 (PS) Misc. dated 06-07-2015 and subsequent letter no. D.O. No. F. 10-6/2011 (PS) Misc. dated 04-09-2015 as well as in the light of the Higher Education Commissioner's Office letter no. CHE/ISC-7/3/2014/19923-19108 dated 24-09-2015 and subsequent letter no. ISC-7-U.G.C.-2016-1126-2286 dated 05-01-2016; the following regulation shall remain abiding to the Research Supervisors/Guides:

*"Universities shall allocate the supervisor from amongst the **regular** faculty members (not Adjunct Faculty) in a department or its affiliated PG Colleges/Institutes depending on the number of*

students per faculty member, the available specialization among the faculty supervisors and the research interest of the student. It is further clarified that any Ph.D./M.Phil. Degree awarded by a University under the supervision of a supervisor who is not a faculty member of the University or its affiliated PG Colleges/Institutes would be in violation of UGC (Minimum Standards and Procedures for Award of M.Phil./Ph.D.) Regulations, 2009."

O. M. Phil. 06

Duration, Submission, Evaluation and Assessment Methods for M.Phil. Dissertation:

- 6.1 The maximum time limit for submission of final M.Phil. Dissertation shall be four (04) semesters (i.e. 2 years) from the date of enrolment. In no way, University shall make any correspondence pertaining to the payment of semester fees to any M.Phil. Candidate nor shall the University remind the same.
(Old: The maximum time limit for submission of final M.Phil. Dissertation shall be ten (10) semesters (i.e. 5 years) from the date of enrolment. In no way, University shall make any correspondence pertaining to the payment of semester fees to any M.Phil. Candidate nor shall the University remind the same.)
- 6.2 The candidate shall submit the dissertation in **three (3)** copies and **three (3)** CDs in PDF format (with all files saved separately) along with the five (5) copies of the summary (abstract) of the dissertation separately written in about 600 words describing the salient features of his/her investigation. M.Phil. Candidate is advised to write his/her name, title of dissertation and registration number with date on CD. The dissertation submission will be made with the prescribed **M.Phil. Dissertation Submission Form (Annexure-IV)** that contains "No Dues Certificate" from the University Library/Department Library, P. G. Section, Hostel Administration, Canteen Administration.
- 6.3 In a case, if M.Phil. Candidate does not submit his/her M.Phil. Dissertation within ten (10) semesters/five years from the date of enrolment, his/her enrolment shall stand automatically cancelled. No correspondence shall be made in this matter nor entertained from this University.
- 6.4 The dissertation, produced by the M.Phil. student and submitted to the University, shall be evaluated by two referees, out of which one shall be internal referee and the other shall be external referee. Internal referee shall be from the University campus only. External referee shall be from other Colleges/Universities of Gujarat (However, no external referee shall be from the Shree Somnath Sanskrit University area).
- 6.5 Each candidate shall state with certificate by the supervisor that the work is based on the discovery of new facts by the candidate or of new relations of facts observed by others and that the work contributes to the general advancement of knowledge and it is his/her original research work.
- 6.6 In cases where in, the M.Phil. Candidate has completed his/her studies and meanwhile his/her recognized teacher who leaves the University or is unavailable for this purpose, another internal referee shall be appointed for this purpose by the Vice-Chancellor. If such an appointment is not possible, then candidate shall be at liberty to submit his/her dissertation independently.
- 6.7 Every dissertation shall be examined by two referees (one internal and one external referee). Both referees shall be appointed in the manner indicated below:
- (a) The concerned Faculty Dean shall suggest to the Research Section names of one internal and one external referee in a given format. However, internal referee shall be from the Shree Somnath Sanskrit University campus only. The referees should be the Ph.D. degree holder and recognized research supervisors/guides of the concerned University/Institution. After the final approval of the Vice-Chancellor on the names of two referees (one internal & one external) suggested by the concerned Faculty Dean (on file), M.Phil. dissertations shall go for evaluation within a week from the office. The Vice-Chancellor shall also appoint the

- External Referee for the Viva-Voce Examination in the same case. In case of refusal by any External Referee, the Vice-Chancellor shall appoint another Referee.
- 6.8 Both internal and external referee shall submit his/her **M.Phil. Dissertation Evaluation Marks/Report** in a given format along with the dissertation.
- 6.9 On receipt of the passing marks both from external and internal referees, the M.Phil. student shall undergo a Viva-Voce Examination. One external referee and concerned guide/ research supervisor shall conduct the Viva-Voce Examination. The venue of the Viva-Voce Examination shall be at the University campus only. The University shall inform the research supervisor/guide of the passing / failing result of his/her research student. On receipt of the news of passing result from the University, the research supervisor/guide shall write to the University seeking permission to conduct the Viva-Voce Examination of his/her research student as per **Permission Form for Viva-Voce Examination (M.Phil.) (Annexure-V)**.
- 6.10 Prior to the award of M.Phil. Degree, the University shall issue M.Phil. Notification bearing notification no. stating the fact to the effect that the M.Phil. Degree has been awarded in accordance with the provisions of the UGC's Minimum Standards and Procedures for award of M.Phil. Degree Regulations - 2009 at the end of every quarter (every three months).
- 6.11 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil. 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.

O. M. Phil. 07:

A candidate shall not be permitted to submit a dissertation for which a Degree has been already conferred in this or in any other University.

O. M. Phil. 08:

For specialized and technical subjects, if there is an eminent scholar working in a Research Institute, he/she may be recognized by the Vice-Chancellor in the same and interdisciplinary subject as an M.Phil. supervisor/guide.

O. M. Phil. 09:

M.Phil. dissertation that has been failed/rejected earlier may be resubmitted after revision, subject to the payment of one semester fee. A dissertation required to be revised should be resubmitted within not more than twelve (12) months, failing in which the candidate shall be required to go in for re-enrolment. The revised dissertation shall be sent to the same referee. However, in the event of refusal by the original referee, another referee shall be appointed.

O. M. Phil. 10:

Limit on Number of Research Students for Guidance

A Research Supervisor/Guide for M.Phil. Degree shall not at any one time guide more than three (3) M.Phil. students or the limits stipulated in O.M.Phil. 5.5 above. Provided that the number of candidates registered with the co-supervisor shall not be counted for the number of candidates under a supervisor. Provided further that a person shall not be allowed to supervise more than five students at a given point of time although he/she is registered in more than one subject/discipline.

O. M. Phil. 11:

Submission of M.Phil. Dissertation to UGC

Following the successful completion of the evaluation process and announcement of the award of M.Phil. Degree, the University shall submit a soft copy of the M.Phil. Dissertation to U.G.C. within a period of thirty days, for hosting the same in IFLIBNET, accessible to all Institutions/ Universities. The University may also display the thesis on its website.

O. M. Phil. 12:

Definitions

- 12.1 **University** means Shree Somnath Sanskrit University - Veraval.
- 12.2 **M.Phil. Candidate** means a candidate, who has obtained a Master Degree in any discipline of Sanskrit and has submitted his candidature for the purpose to enrol and pursue Master of Philosophy (M.Phil.) study.
- 12.3 **Enrolment** means enrolment of a research scholar with the purpose to conduct research study for the M.Phil. Degree programme after fulfilment of relevant statutory requisites.
- 12.4 **M.Phil. Ordinances (O.M.Phil.)** means the rules & regulations governing M.Phil. Programme of Shree Somnath Sanskrit University.
- 12.5 **Tattvacharya / M.Phil. Degree** means the degree of Master of Philosophy in English and *Tattvacharya* in Sanskrit as provided under the Act No. 25 of 2005 of Shree Somnath Sanskrit University - Veraval. The first one is abbreviated as M.Phil.
- 12.6 **Research Supervisor / Research Guide** means a M.Phil. Supervisor who supervises or guides M. Phil. scholars.
- 12.7 **M.Phil. Dissertation** means minor research on specific area or the subject of specialization.

O. M. Phil. 13:

Fee structure decided by the University and any changes in fee structure from time to time shall be applicable. With effect of these amended ordinances, previous Ph.D. ordinances stand repealed.

O. M. Phil. 14:

M.Phil. Fellowships

- 14.1 Candidates who are receiving any assistantship/scholarship/fellowship/freeship from the U.G.C./State Government/Central Government/or any Governmental Body/ any other agency/projects shall be Regular (Full Time) Candidates of the University.
- 14.2 A full time M.Phil. Candidate shall be present in the University for a minimum of 75% working days and other course requirements.
- 14.3 A full time M.Phil. Candidate shall be eligible for 12 days of casual leave and 30 days of medical leave per year recommended by the registered medical practitioner not below the rank of a civil surgeon.
- 14.4 For UGC-JRFs/SRFs/other fellowship holders, the rules framed by the UGC will be applicable in the matter of leave, attendance, drawing of scholarship, contingency grants, travelling for research work etc.
- 14.5 M.Phil. Candidates who are awarded any assistantship/scholarship/fellowship/freeship from the U.G.C./State Government/Central Government/or any Governmental Body/ any other agency/projects shall join the University/Institution by filling up the **Joining Report (M.Phil.) (Annexure - VI)** in the prescribed format of the University.
- 14.6 University rules, regulations and timings will be applicable to the Regular (Full Time) M.Phil. Candidates who are receiving any assistantship/scholarship/fellowship/freeship from the U.G.C./State Government/Central Government/or any Governmental Body/ any other agency/projects.

O. M. Phil. 15:

Publication of M.Phil. Dissertation

- 15.1 After the award of M.Phil. Degree, the entire dissertation or any part of the dissertation may be published by the candidate on his/her own account with the written permission of the University, giving due credit to the Research Supervisor. He can seek the permission by submitting an

application to the University. If any M.Phil. candidate wants to translate it into any vernacular language/English and then publish it on his/her own account, the Vice-Chancellor may permit him/her to do so after taking into consideration remarks, if any, in the matter of publication of the dissertation in the reports of the referees concerned. M.Phil. candidate shall write to the University seeking permission for publication of his/her M.Phil. Dissertation as per **Permission Form for Publication of M.Phil. Dissertation (Annexure-VII)**. While granting such permission, following conditions may be prescribed.

- 15.2 The dissertation shall be published only with the permission of the University and such publication shall state on the title page itself that this was approved for the award of the M.Phil./*Tattvacharya* Degree of this University.
- 15.3 Two complimentary copies of the published work are to be sent to the University Library immediately after publication is out in the market.

O. M. Phil. 16:

Withdrawal of Ph.D. Degree

If M.Phil. Dissertation is proved to be a copy/plagiarism/academic misrepresentation/on detection of any irregularity, the University has powers to rescind the Degree even after the award of M.Phil. Degree and the University shall take suitable steps to withdraw the degree.

Specifications of M.Phil. Dissertation

Candidates submitting dissertation to the University for the Award of M.Phil. Degree are required to follow the rules noted below regarding the size, style and binding of the thesis.

1. Every candidate shall submit **three (3)** copies of his/her dissertation along with **three (3)** soft copies in PDF format. All the PDF files should be saved separately with fonts in CDs. Guide's Certificate and Declarations by M.Phil. Candidate pages should be scanned after guide and candidate's signatures only and to be saved in all CD's before submission to the University.
2. The copies shall be bound in accordance with the following specifications.
 1. Save dissertation in MS Word (6.0 version or more) format and in PDF format
 2. Save dissertation using a file name in the pattern "Author.doc" where author is the surname of the author.
 3. A4 size paper (210 by 297 mm.) for the dissertation, select A4 size page set up for the PDF also.
 4. Provide title in True Type Font (TTF)/ Unicode Mangal/Arial Unicode MS, 18 points along with author's name and required details in 16 pints.
 5. Use True Type Font (TTF)/ Unicode Mangal/Arial Unicode MS font, 14 points for Arial Unicode MS, 12 points for True Type Font (TTF)/ Unicode Mangal/ or as per the font for the main text, in single column and 1.5 line spacing. Paragraph heading and subheadings have to be displayed properly (in bold).
 6. Set the margins as follows.

Top	: 1 inch
Bottom	: 1 inch
Left	: 1.5 inch
Right	: 1 inch
 7. Page numbers at the bottom of each page, centred on the width.
 8. Set the main text in the alignment of justified.
 9. Print figures and tables interspersed with text and place them as near the point of mention as possible. Add descriptors to tables and figures.
 10. Printing of dissertation should be on one side only per page.
 11. No ornamental bordering of the sides is permitted.
 12. No dedication page in M.Phil. Dissertation is permitted.
 13. Format of M.Phil. Dissertation for submission to this University shall be as follows:
 1. Cover Page (ANNEXURE – VIII)
 2. Title Page (ANNEXURE – IX)
 3. Certificate of Guide (ANNEXURE – X)
 4. Declarations by M.Phil. Candidate/*Pratijñāpatram* (ANNEXURE – XI)
 5. Acknowledgements
 6. Index / Table of Contents
 7. List of Figures, Tables or Illustrations (if any)
 8. List of Abbreviations (if any)
 9. Main text along with introduction & all chapters
 10. Summary / Conclusion
 11. Bibliography
 12. Annexures if any

Shree Somnath Sanskrit University

(In compliance of the M.Phil. Ordinance 2.7 of Shree Somnath Sanskrit University)

(Six Monthly Progress Report in prescribed format to be submitted by M.Phil. candidate to the University at the end of his/her semester regularly duly signed by the Guide)

Six Monthly Progress Report (M.Phil.)

Note: Only after the Guide's approval regarding the satisfactory progress of the work, the candidate would be allowed to continue his/her research in the next semester.

1.	Name of Candidate	
2.	Enrolment No. & Date	
3.	Title of Dissertation	
4.	Award Letter No. & Date	
5.	No. of books referred by candidate	
6.	Name of the books referred	
7.	No. of chapters prepared	
8.	No. of chapters proposed for preparation in the next semester	
9.	No. of pages progressed	
10.	Guide's remarks (Whether research work is satisfactory or not)	
11.	No. of days the fellow remained present in the University/Institution from.....to..... as per the record	
12.	No. of days the fellow remained absent in the University/Institution from.....to..... as per the record	

Candidate's Signature
(Candidate's Name)

Guide's Signature
(Guide's Name & Seal)

Director's Signature
(Stamp & Seal)

Place:

Date:

Shree Somnath Sanskrit University

(In compliance of the M.Phil. Ordinance 2.8 of Shree Somnath Sanskrit University)

(M.Phil. Candidates who are awarded any scholarship/fellowship/freeship by the U.G.C./State Government/Central Government/or any Governmental Body shall submit to the Registrar of this University his/her **Quarterly (Three Monthly) Continuance Certificate** at the end of every three months duly approved by the research supervisor / guide for the further step of fellowship disbursement from the concerned body.)

Quarterly (Three Monthly) Continuance Certificate (M.Phil.)

Note: It is mandatory (compulsory) for M.Phil. Candidates to submit **Quarterly (Three Monthly) Continuance Certificate** at the end of every three months duly approved by the research supervisor / guide to this University for the further step of fellowship disbursement from the concerned body.

1.	Name of Candidate	
2.	Enrolment No. & Date	
3.	Title of Dissertation	
4.	Award Letter No. & Date	

This is to certify that above mentioned M.Phil. Candidate is a regular and full time research scholar of this University/Institution. He/she has remained present for number of days from to He/she remained absent for number of days from to

Candidate's Signature
(Candidate's Name)

Guide's Signature
(Guide's Name & Seal)

Director's Signature
(Stamp & Seal)

Place:

Date:

Shree Somnath Sanskrit University

(In compliance of the M.Phil. Ordinance 5.6 of Shree Somnath Sanskrit University)

M.Phil. Guide's Undertaking

1.	Name of Research Supervisor/Guide	
2.	Recognition Letter No. & Date	
3.	Are you a Research Supervisor/Guide of other Universities /Institutions other than this University?	Yes/No
4.	If yes, then inform us in how many Universities/Institutions you are serving as a Research Supervisor/Guide	
5.	Name of other Universities/Institutions you are serving as a Research Supervisor/Guide	
6.	Have you informed other Universities/ Institutions that you will no longer be a Research Supervisor/Guide of other Universities/ Institutions than this University	Yes/No
7.	If yes, enclose the copy of letter	
8.	Whether other Universities/ Institutions have informed you that you will no longer be a Research Supervisor/Guide of other Universities/ Institutions as per UGC Regulations, 2009	Yes/No
9.	If yes, enclose the copy of letter	
10.	No. of students allotted to you by other Universities/Institutions as on date	
11.	No. of students allotted to you by this University as on date	
12.	Total no. of students allotted to you & doing M.Phil. as on date	
13.	No. of students whose dissertations have been submitted as on date	
14.	No. of seats vacant under your supervision as on date	

I here with confirm you that the information furnished by me in above format is true to the best of my knowledge. I further declare that by signing this undertaking I shall no longer accept any M.Phil. student of any University/Institution other than this University as per the UGC's Regulations, 2009 from this date.

Place:

Date:

Signature

(Guide's Name & Seal)

ANNEXURE – IV

M.Phil. Dissertation Submission Form

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Date:

Sub.: Submission of M.Phil. Dissertation

Respected Sir,

Ihere with submit final copies of my M.Phil. Dissertation in **three (3)** hard copies and **three (3)** CDs in PDF format along with the five (5) copies of the summary (abstract) of the dissertation separately as per the rules of the University. Kindly accept them and oblige me.

Thanking you,

Yours truly,

Place:

Signature
(Name of M.Phil. Candidate)

Note: M.Phil. Candidate has to write his/her name, title of dissertation and his/her enrolment no. with date on all four CDs before he/she submits to the University.

No Dues Certificate

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Date:

Sub.: No Dues Certificate from University Library

Respected Sir,

This is to certify that Mr./Miss/Mrs. has no outstanding due or pending any book/s or resources of the University Library in his/her name. I have no objection if he/she submits his/her M.Phil. Dissertation to the University.

Place:

Stamp & Signature

No Dues Certificate

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Date:

Sub.: No Dues Certificate from P.G. Section

Respected Sir,

This is to certify that Mr./Miss/Mrs. has no outstanding due or pending any fees/fine in his/her name to pay towards hostel, canteen, departmental library (if any) and/or academic office of this University. I have no objection if he/she submits his/her M.Phil. Dissertation to the University.

1. Hostel :
2. Canteen :
3. Department Library :
4. College Office :

Stamp & Signature

(Director, P.G. Section)
ANNEXURE – V

Permission Form for Viva-Voce Examination (M.Phil.)

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Sub.: Permission for Viva-Voce Examination of my research student

Respected Sir,

With reference to above mentioned subject, this is to inform you that my research student
(M.Phil. Candidate's name)
has submitted his/her M.Phil. Dissertation entitled.....
..... on

I have received the telephonic/face-to-face news from the Research Section of the University that both the reports of examiners of my research student are positive. Therefore, I request you to permit me for Viva-Voce Examination of my research student in the University during office hours. I further request you to arrange his/her Viva-Voce Examination in the University by way of intimating me the day, date and time for the same.

Thanking you,

Yours truly,

Date:

Place:

Signature
(Name of Research Supervisor/Guide)

Shree Somnath Sanskrit University

(In compliance of the M.Phil. Ordinance 14.5 of Shree Somnath Sanskrit University)

Joining Report (M.Phil.)

Date:

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Sub.: Joining Report

Respected Sir,

I here with join the University/
Institution as on* before noon
with reference to the award letter number dated.....

I am married/unmarried and have sons and daughters. I belong to
..... (mention the category).

I also abide myself to the University that I shall not accept/hold any emoluments paid/
otherwise/receive emoluments, salary, stipend etc. from any other source during the tenure of my
joining in this University/Institution as

I have read the M.Phil. Ordinances of this University and I hereby agree to abide by the
same and also those as may be prescribed by the University from time to time. I am not an
employee of any organization (private or government) and do not receive any salary or pension.

Thanking you,

Yours sincerely,

Signature
(Name of M.Phil. Candidate)

Submitted through:

Guide's Signature
(Guide's Name & Seal)

Director's Signature
(Stamp & Seal)

Place:

Date:

* Fill up joining date or M.Phil. enrolment date, whichever is earlier

(Note: Enclose the copy of an Award Letter/Appointment Letter)

ANNEXURE – VII

Permission Form for Publication of M.Phil. Dissertation

Date:

To,
Registrar,
Shree Somnath Sanskrit University,
Veraval.

Sub.: Permission for Publication of my M.Phil. Dissertation

Respected Sir,

With reference to above mentioned subject, this is to inform you that I have done M.Phil. from this University under the guidance of Prof./Dr..... My M.Phil. Enrolment no. and date are..... I have received the M.Phil. Degree vide M.Phil. Notification No. dated

I request you to grant me the permission to publish my M.Phil. Dissertation entirely/some part of my M.Phil. Dissertation/ want to translate it into other vernacular language/English and then publish it on my own.

I agree to abide myself to the University ordinances as follow:

O. M.Phil. 15:

Publication of M.Phil. Dissertation

- 15.2 The candidate shall undertake to set right, with the help and to the satisfaction of his/her research supervisor/guide the points made in the reports of the referees.
- 15.3 The dissertation shall be published only with the permission of the University and such publication shall state on the title page itself that this was approved for the award of the M.Phil./Tattvacharya Degree of this University.
- 15.4 Two complimentary copies of the published work are to be sent to the University Library immediately after publication is out in the market.

Thanking you,

Yours truly,

Place:

Signature
(Name of M.Phil. Candidate)

Layout of M.Phil. Dissertation's Cover Page

TITLE OF DISSERTATION
(Containing Research Title in Sanskrit & English both)

A Dissertation Submitted

To

Shree Somnath Sanskrit University

For the Award of

Degree of Master of Philosophy (M.Phil.) / *Tattvācārya*

(Both in Sanskrit & English and with 1.5 line spacing)

Guide's Name
(on left side)

(Both in 16 points font size with single line spacing)

M.Phil. Candidate's Name
(on right side)



Shree Somnath Sanskrit University

(Established by Government of Gujarat on 4th November, 2004)
Rajendra Bhuvan Road, Near Birla Temple, VERAVAL – 362 266
Dist. Gir Somnath, Gujarat, India

Month & Year (of M.Phil. Dissertation Submission)

Enrolment No. & Date

(Note: On the spine of M.Phil. Dissertation, there should be written on top - **M.Phil. Dissertation**, in middle - **M.Phil. Candidate's Name** & in the bottom - **Month and Year**)

Layout of M.Phil. Dissertation's Title Page

TITLE OF DISSERTATION

(Containing Research Title in Sanskrit & English both in 18 points font size)

A Dissertation Submitted

To

Shree Somnath Sanskrit University

For the Award of

Degree of Master of Philosophy (M.Phil.) / *Tattvācārya*

(Both in Sanskrit & English and in 16 points font size with 1.5 line spacing)

Guide's Name
(on left side)

(Both in 16 points font size with single line spacing)

M.Phil. Candidate's Name
(on right side)



Shree Somnath Sanskrit University

Month & Year (of M.Phil. Dissertation Submission)

Layout of Certificate of Guide

Certificate of Guide

(Both in Sanskrit and English)

This is to certify that Mr./Miss/Mrs..... of Shree Somnath Sanskrit University - Veraval has carried out his/her research work under my guidance and supervision. The title of his/her dissertation is.....

The dissertation submitted is a record of original research work done by the student and it represents independent research work on the part of the student.

No part of the dissertation was submitted for the award of any degree or diploma prior to this date.

Date:
Place:

Stamp & Signature
(Name of Research Supervisor/Guide)

Layout of Declarations by M.Phil. Candidate/*Pratijñāpatram*

Declarations by M.Phil. Candidate/*Pratijñāpatram*
(Both in Sanskrit and English)

I here with declare that the research
work presented in the thesis entitled as

.....
has been carried out by me under the guidance of Prof./Dr.....
.....of

I agree to allow the University to upload the electronic version of my M.Phil.
Dissertation on a public access website.

The dissertation being submitted by me is a record of original research work and it
represents independent research work on my part. No part of the dissertation was
submitted by me for the award of any degree or diploma prior to this date.

Date:
Place:

Signature
(Name of M.Phil. Candidate)