

examination. This benefit will not, however, be available to a candidate getting advantage under clause 24.

Merit Lists

29. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
30. Final merit list shall be declared by the University only after the main examination of the eighth and final semester for each degree, on the basis of the integrated performance of all the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Maximum Duration of Completion of Course

31. A candidate has to complete the entire course of B.E. degree within a maximum period of eight years from the session of first admission.

Examination Centers

32. University examination centers will be notified by the university.
33. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

34. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
35. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.

ORDINANCE NO. 15 ORDINANCE FOR M. PHIL. PROGRAMME

Course & Faculty

1. The Degree of Master of Philosophy (M.Phil) in the concerned Subject and Faculty shall be considered an intermediate Degree between the Masters Degree and the Doctorate Degree (Ph.D.). However, M. Phil. shall not be considered a prerequisite for any student seeking registration as a Ph.D. student. Moreover, it shall be an integrated course covering advance courses and a dissertation in the subject.
2. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
3. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

4. Master of Philosophy shall be a full time Degree Programme. The duration of the course shall be of two semesters (One year).

5. The candidate registered for M. Phil. Programme shall not be permitted to join any other programme/course of this or any other university.

Intake & Fees

6. The intake and fees for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.
 - a. The basic unit of intake in a course will be 30 seats. Multiples of this unit can also be set up.

Academic Year

7. There will be two academic cycles every year, one from July to June and second from January to December.

Eligibility

8. A candidate who satisfies the following conditions can register for the M. Phil. Programme:
 - (a) He/She must have taken Masters Degree (P.G) in the concerned/related subject with at least 55% marks. Candidates belonging to SC/ST and / Physically Challenged categories shall be given a relaxation of 5% marks at the Masters Degree (P.G) eligibility criterion.
 - (b) In case of foreign students, the condition of 55% at Masters Degree (P.G.) Level shall remain mandatory, whether he/she has obtained P.G Degree from this University or any other university in India.
 - (c) In case of foreign students who have obtained P.G. Degree from any university outside India, grade points equivalent to 2nd class shall be considered eligible for registration.
 - (d) Teachers, who were already in-service before 19.9.1991 i.e., when the U.G.C requirement of 55% marks was not made a pre-requisite requirement for appointment in colleges shall be exempted from the condition of 55% of marks.

Admission Procedure

9. Admission under these courses will be made as follows:
 - (a) The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.
 - (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
 - (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
 - (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
 - (e) The application form may be rejected due to any of the following reasons :

- The candidate does not fulfill the eligibility conditions
 - The prescribed fees is not enclosed.
 - The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

10. The M.Phil Programme in semester system shall consist of:

- (a) Such courses (papers) as prescribed by the University
- (b) Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- (c) Such scheme of examination as prescribed, by the University from time to time.

11. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

12. Candidates must attend a regular course of study of one academic year i.e. two semesters. The syllabi for the programme shall be as decided by the University from time to time.

13. The course structure of the M.Phil course is as follows:

Sem	Papers	Marks			Total Marks
		Term Examination	End Internal Assessment (Seminar, Test)	Viva	
I	Theory Paper 1 (Research Methodology) Common To All	80	20	—	100
	Theory Paper 2 (One Subject Specific paper)	80	20	—	100
	Computer Skill	80	—	20	100
II	Dissertation	SCRIPT 150	—	50	200
TOTAL					500

14. The candidate shall be required to pass the written and dissertation examinations (thesis & viva-voce).

15. (a) For Theory / in-class teaching papers

- (i) Each paper shall be of 100 marks
- (ii) Each paper shall have two components, namely, continuous evaluation of 30 marks and the Semester-end examination for 70 marks
- (iii) The division of marks for continuous assessment shall be as follows:

- (a) 10 marks for class internal test
- (b) 10 marks for seminar paper /assignment
- (c) 10 marks for class-room seminar presentation
- (b) The Dissertation for Social Sciences, Humanities and Languages shall be of 100 marks and it shall be separately assessed and the weightage for Dissertation assessment shall be as follows:-
 - 1. Dissertation - 70 marks
 - 2. Viva-Voce examination on the dissertation - 30 marks
- (c) The dissertation for Sciences, shall be of 200 marks and it shall be separately assessed and the weightage for dissertation assessment shall be as follow:-
 - 1. Dissertation - 150 marks
 - 2. Viva-Voce examination of dissertation - 50 marks
- 16. The student shall submit his/her dissertation within a period of 12 months from the date of admission. As the dissertation is considered as one of the components of the course work and which is to be subjected to Examination of the University, the rules framed by the Controller of Examination regarding date of submission, late fees for submission etc. and changes therein shall be applicable from time to time. No candidate shall be considered having completed the programme unless he/she submits the Dissertation.
- 17. Extension shall not be granted to any student in any case beyond a period of 18 months since the date of admission. After this period his/her registration shall cease automatically.

Allocation of Supervisor (Guide)

- 18. Eligible candidates shall be interviewed by the Departmental M. Phil. Committee of the concerned subject.
- 19. The Departmental M. Phil. Committee shall consist of the following:-
 - (a) Head of the Department shall be the Chairman of the Committee.
 - (b) All teachers of teaching the M. Phil. courses in the Department shall be members of the said Committee.
- 20. Number of M. Phil. students allotted to an M. Phil. Supervisor every academic year shall not be more than five (05).

Evaluation, Assessment Method and Submission of Dissertation

- 21. Every student of M. Phil. Programme shall pass the theory Course Work examinations at the end of each semester as per the provisions of the Examination Department. The student shall submit his/her dissertation by the end of the Second Semester as per the provisions of the Examination Department.
- 22. The Dissertation based on research work shall be evaluated separately by (a) the Guide and (b) an External Examiner.
- 23. For the assessment of the Dissertation, the Guide shall suggest a panel of four external examiners who are M. Phil. /Ph. D. guides (of which preferably at least one should be out of the State), out of which, the Vice Chancellor will appoint one External Examiner.
- 24. After receiving the External Examiner's report, the guide and the Departmental M.Phil Committee shall conduct the viva-voce examination. The average of marks awarded by the

Committee members shall be awarded as marks of the viva-voce. Marks given by the external examiner shall be awarded as the Dissertation marks.

25. No External Examiner shall be given more than five dissertation for assessment in each academic year.
26. Every candidate shall submit 04 bound copies of Dissertation along with a soft copy C.D. in MS-Word (.DOC) and Adobe Acrobat (.PDF) format.
27. The dissertation shall be presented in accordance with the following specification :
 - (a) Dissertation should be in A-4 size papers
 - (b) Printing shall be in standardized format in 1.5 spacing. Font type shall be Times New Roman/Arial/Courier of 12 point size. In case of Hindi Dissertation, it must be typed using Unicode font (Arial Unicode MS / Mangal) and size should be 12.
 - (c) A margin of 4 cms. shall be made on the left side and margin of 2 cms. Shall be made on the remaining sides.
 - (d) The title of the Dissertation, name of the candidate, degree, name of the Guide/Supervisor and the month and year of submission shall be printed on the title page and the front cover.
 - (e) No ornamental bordering of the sides is permitted.
 - (f) No dedication page in dissertation is permitted.
 - (g) Page numbers should be at the bottom of each page, centered on the width.
 - (h) Set everything justified.
 - (i) Use International SI (System of Units). If other units are used, provide approximate conversion, factors for SI units.

Eligibility of M. Phil. Teacher and/or Guide

28. For teaching and/or guiding the Dissertation at the M. Phil. Level, the concerned teacher must be :

A professor in a University Teaching Department/School of Studies

OR

A Reader /Associate Professor in a University Teaching Department/ School of Studies or a Research centre possessing either Doctorate degree or has published five research papers in standard Research journals.

OR

A recognized guide/supervisor for the Ph.D. degree in the same subject.

OR

A directly appointed teacher in a University Teaching Department with a Ph. D. degree.

OR

A Ph.D. degree holder with three years of P.G. teaching in the same subject and two research articles published in national/international refereed journals.

OR

A P.G. Teacher having 10 years experience and five research articles published in National/international refereed journals.

Medium Of Instructions And Examinations

29. The medium of instructions and examinations shall be either Hindi or English.

Allocation of Division

30. Division shall be awarded only after the fourth and final semester examination, based on integrated performance of the candidate for all the two years. The Division shall be awarded on the basis of Marks obtained in Internal Assessment and University examination (Theory and Practical Both) taken together.

60% or above	-	First Division
48% or above but less than 60%	-	Second Division
Above 40% but less than 48%	-	Third Division

Merit Lists

31. Merit list of first five candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
32. Final merit list shall be declared by the University only after the main examination of the Second and final semester for each subject, on the basis of the integrated performance of both the semester. The merit list shall include the first five candidates securing at least First Division and passing all semesters in single attempts.

Maximum Duration of Completion of Course

33. The candidate once registered for M. Phil. Programme shall be allowed maximum extension of six months for submission of Dissertation after his/her successful completion of stipulated two semesters within a maximum period of two years from the session of first registration. After that his/her admission along with registration shall be canceled.

Examination Centers

34. University examination centers will be notified by the university.
35. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

36. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
37. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Bhopal.