



OFFICE OF THE INSPECTOR OF COLLEGES

**VIDYASAGAR UNIVERSITY : MIDNAPORE**

P.O.- VIDYASAGAR UNIVERSITY : DIST.- PASCHIM MEDINIPUR : PIN.-721 102 : W.B.

Phone : 03222-269381

DATE : January 28, 2019

**TO WHOM IT MAY CONCERN**

This is to certify that Prabhat Kumar College, Contai At & PO- Contai, Dist.- Purba Medinipur, PIN - 721 401, West Bengal is permanently affiliated to Vidyasagar University since 1985 and recognized by the University Grants Commission under Section 2(f) and 12(B) of the UGC Act 1956 and as per approval the following Courses/Subjects are continuing in the said college upto the current academic year 2018-2019.

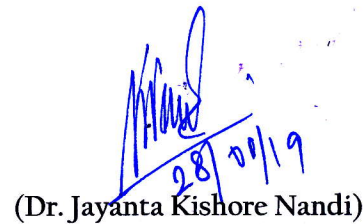
Sl No.	Course
01	B.A Honours Degree Course in Bengali, English, History, Philosophy, Political science, Sanskrit, Economics, Music, Education and Sociology.
02	B.A. General Degree Course in Bengali, English, History, Philosophy, Political science, Sanskrit, Economics, Music, Education, Sociology and Physical Education.
03	B.Sc. Honours Degree Course in Physics, Chemistry, Mathematics, Zoology, Botany, Computer Science, Anthropology, Nutrition and Geography.
04	B.Sc. General Degree Course in Physics, Chemistry, Mathematics, Zoology, Botany, Computer Science, Anthropology, Nutrition, Geography and Aquaculture Management.
05	B.Com. Honours Degree Course in Accountancy, Accountany and Finance, Management.
06	B.Com. General Degree Course.
07	B C A Degree Course.
08	Postgraduate Course M.A. in Bengali, English and Sanskrit.
09	Postgraduate Course M.Sc. in Physics.
10	Postgraduate Course in Master of Commerce.
11	Teachers Training Course in B.Ed.

Countersigned.



(Dr. Avijit Roychoudhury)  
INSPECTOR OF COLLEGES  
Inspector of Colleges,  
Vidyasagar University  
Midnapore-721102





(Dr. Jayanta Kishore Nandi)  
REGISTRAR  
Registrar  
Vidyasagar University  
Midnapore-721102

# **The Regulations**

**(Draft Copy)**

*for*

**B.A/B.Sc/B.Com (Honours & General)**

**3 – year Degree Course**

**Under Choice Based Credit System (CBCS)**

(18/04/2019)



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## Preamble

The University Grants Commission (UGC) has initiated several measures to bring equity, efficiency and excellence in the Higher Education system of country. The academic reforms recommended by the UGC in the recent past have led to overall improvement in the higher education system. However, due to a lot of diversity in the system of higher education, there are multiple approaches followed by the universities towards examination, evaluation and grading system. The grading system is considered to be better than the conventional marks system and hence it has been followed in the top institutions of India and abroad. So, it is desirable to introduce uniform grading system. This will facilitate students' mobility across Institutions within and across countries and also potential employers to access the performance of students. To bring the desired uniformity in grading system and method of Computing the cumulative Grade Point Average (CGPA) based on the performance of the students in the examinations, the UGC has formulated guidelines.

University Grants Commission has come up with the Choice Based Credit System (CBCS) programme where students can not only learn core subjects but also explore additional avenues of learning beyond the core subjects for holistic development of an individual. The proposed curriculum endeavours to empower the students and help them in their pursuit to achieve overall excellence. The implementation of CBCS will also facilitate benchmarking of courses in India with leading international academic practice. The CBCS curriculum has been envisaged to give flexibility to learners to learn subjects of their choice at their own pace.

In addition to dedicated focus on a discipline through core papers, whether an Honours or General programme, the elective papers which will give students the freedom to choose the allied/applied/broad areas of their discipline and also the areas of other discipline of their interest have been added. The course will be evaluated by marking system along with the grading system.

The Choice Based Credit System (CBCS), an internationally acknowledged system, have following aims: (i) to make the course curriculum learner centric, (ii) to encourage inter-disciplinary without disturbing the domain centric knowledge, (iii) to promote mobility of the students and help in optimizing learning, (iv) to allow autonomy to the teachers to built in accountability, (v) continuous evaluation of students to help in optimizing learning, (vi) to introduce transparency in the evaluation systems, (vii) to improve employability of students.

In exercise of the powers conferred by Section 52 of Vidyasagar University Act 1981, the Vidyasagar University hereby makes the following Regulations for semesterised BA/B Sc/B Com three years degree course under Choice Based Credit System, 2017.

### 1. Title and Commencement

- 1.1 These regulations shall be called THE REGULATIONS FOR B.A./B.SC./B.COM. THREE YEAR DEGREE COURSE UNDER SEMESTER SYSTEM (CHOICE BASED CREDIT SYSTEM) 2017, VIDYASAGAR UNIVERSITY.
- 1.2 These Regulations shall come into force with effect from the academic session 2017-2018 for B.Sc. Honours
- 1.3 These regulations shall come into force for other courses of B.A and B.Com Honours and General and B.Sc. General. ( To be decided by the EC)

### 2. Duration of the Course :

- 2.1 The duration of the Programme is **Six (06) consecutive semesters of six months each i. e., (03) three years** and will start ordinarily in the month of July of each year.
- 2.2 A candidate shall have to clear all the Semesters within consecutive **five years** from the academic year of his/her first admission to any college affiliated to Vidyasagar University failing which enrolment of the candidate shall stand cancelled.

### 3. Applicability

These regulation shall be applicable to :

- 3.1. The student taking admission to the B.Sc. (Hons.) course in the academic session 2017 – 2018.
- 3.2. The students admitted in earlier sessions upto 2016- 2017 and appeared in B.A./ B.Sc./ B.Com. Part I examinations in 2017 or earlier shall be guided by the existing regulations of annual system.
- 3.3. The programme shall be effective for the regular students *w.e.f.*, 2017 – 2018.

### 4. Courses of Studies

- 4.1 There shall be three courses of studies leading to B.A./B.Sc./B.Com. Degree and each course shall be of **six semester** duration. First shall be termed as B.A./B.Sc./B.Com. Honours Degree Course; Second is B.A/B.Sc./B.Com. General Degree Course.
- 4.2 Six semesters will be in three years.
- 4.3 Odd semester (i.e. 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> semester) is from July to December and even semester ( i. e. 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup> semester) is from January to June.

## 5. Admission

- 5.1 The admission to Under Graduate Degree programmes will be governed by the guidelines of the Vidyasagar University and that of the Department of Higher Education, Govt. of West Bengal as framed from time to time.
- 5.2 A candidate shall be allowed to pursue any one of the degree undergraduate programme of the university at a time, not more than one.
- 5.3 In no case admission to the 1<sup>st</sup> semester shall be considered after the commencement of the classes for the semester.
- 5.4 Provisional admission be maintained colleges concerned for next higher Semester and admission be automatically confirmed after publication of result except failed/ dropout candidates.

## 6. Registration

- 6.1 Registration is mandatory for prosecuting studies. The registration for UG Degree programme will be governed by the University Regulations relating to Registration.
- 6.2 A student shall have to submit Registration Form only once at the time of entry to the UG Courses. He/She shall not be required to renew his / her registration at any subsequent stage.
- 6.3 A candidate admitted for Honours/General degree course but not registered will not be allowed to sit for 1<sup>st</sup> Semester Examination

## 7. Attendance

- 7.1 A student attending at least 75% of the total number of classes held shall be allowed to sit for the concerned Semester Examination subject to the fulfillment of other conditions as laid down in the regulations. Such attendance will be calculated from the date of first appearance of the classes of a student.

## 8. Outline of the course structures under Choice Based Credit System (CBCS)

### 8.1 Definitions of key words in CBCS

- i. **Academic Year:** Two consecutive (one odd + one even) semesters constitute one academic year.
- ii. **Choice Based Credit System (CBCS) :** The CBCS provides choice for students to select from the prescribed courses ( Core, Elective or soft skill courses).
- iii. **Course:** Usually referred to as 'papers' is a component of programme. All courses need not carry the same weight. The course should define learning objectives and learning outcomes. A course may be designed to include lectures/tutorials/laboratory work/field work/outreach activities/project work/vocational training/ viva/ seminars/ term papers/assignments/presentations/self study, etc. or a combination of some of these.

- iv. Credit Based Semester System (CBSS):** Under the CBSS, the requirement for awarding Degree or diploma or certificates is prescribed in terms of number of credits to be completed by the students.
- v. Credit Point:** It is the product of grade points and number of credits to be completed by the students.
- vi. Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/ field work per week.
- vii. Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a students' over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal points.
- viii. Grade Point:** It is a numerical grade allotted to each letter grade on a 10-point scale.
- ix. Letter Grade:** It is an index of the performance of the students in a said course. Grade are denoted by letters O, A+, A, B+, B, C, P and F.
- x. Programme:** An educational programme leads to award of a Degree or Diploma or Certificate.
- xi. Semester:** Each semester will consists of 15-18 weeks of academic year equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.
- xii. Semester Grade Point Average (SGPA):** It is a measure of performance of a student in a semester. It is the ratio of total credit points secured by a student in various courses of a semester and the course credits taken during that semester. It shall be expressed up to two decimal points.
- xiii. Transcript or Grade Card or Certificate:** Based on the grade earned, a grade certificate shall be issued after every semester. The grade certificate will display the course details (code, title, marks, letter grade, number of credits, grade secured) along with SGPA and CGPA where applicable.

**8.2. Courses under Choice Based Credit System (CBCS) :** Under the design of "Choice Based Credit System(CBCS)" the curriculum has been moulded into three tier structure with following types of courses to be offered :

- i. Core Course(CC):** A course, which should compulsorily be studied by a candidate as core requirement, is termed as a Core Course. For Honours courses there will be 14 core courses and for General courses, there will be 12 core courses.
- ii. Elective Course:** Generally a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline / subject of study or which provides an extended scope or which enables an exposure to some other discipline / subject/ domain or nurtures the candidates proficiency/ skill is called elective Course.
- iii. Discipline Specific Elective (DSE) course:** Elective courses which may be offered by the main discipline / subjects of study is referred to as Discipline

Specific Elective (DSE). For Honours and General Course 4 DSE courses are to be taken out of a pool given for the different semester courses. Further it may include an elective course designed to acquire special/advanced knowledge, such as supplement study / support study to a project work and a candidate can study such a course called dissertation / Project on his or her own choice with an advisory support by a teacher / faculty member.

- iv. Generic Elective (GE) Course :** An elective course chosen generally from a non-related discipline / subjects, with an intention to seek exposure is called a Generic Elective . A core course offered in a discipline / subject may be treated as an elective by other discipline/ subject and vice-versa and as such electives may also be referred to as Generic Elective. For Honours course 4(four) Generic Elective Courses are to be taken from the list of Generic Elective papers and for General courses (only for BA/B Com), 2(two) Generic Elective are to be taken from the list of Generic Elective Papers.
- v. Ability Enhancement Course (AEC):** The Ability Enhancement Course (AEC) may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Course (SEC).
- a. Ability Enhancement Compulsory Course (AECC):** AECC elective courses are the courses which are based upon the contents lead to knowledge enhancement. I) English /MIL, ii) Environmental Studies. These are mandatory for both Honours and General Courses. These courses will generally be of **2** credits except environmental studies which is of **4** credits. AECC Core: AECC Core courses are meant for only General (BA/B Com) courses. These courses will generally be of **6** credit courses.
- b. Skill Enhancement Course (SEC):** These courses may be chosen from a pool of courses designed to provide value based and/or skill - based knowledge and should contain both theory and lab/hands on training/ field work. The main purpose of these courses is to provide students life skills in hands on mode so as to increase their employability. Minimum **2** for Honours and **4** for General courses are to be taken.

**9. Scheme for Choice Based Credit System in B.A. /B. Sc./ B.Com. (Honours & General) [ Vide annexure- 1a,1b,1c, 1d]**

## 10. Implementation of the CBCS

**Course structure:** Course structure for each Honours/General shall be designed by the respective UG Board of Studies, keeping in view the curriculum proposed by the UGC.

Provided that the Board of Studies shall have, subject to prior authorization and approval of the Vice-Chancellor, power to effect from time to time. Such minor changes in course(s) offered are deemed desirable in the academic interests.

Except in the case for which a different structure is provided under the regulations, the course matter of each course shall be divided into different units/credits, which shall also include the practical/tutorial component(s) to be evaluated in accordance with the relevant Regulations

The course(s) shall be so arranged as to achieve a minimum target as follows:

- i. Each Honours Course shall be of **142** credits, to be studied in six **(06)** semesters.
- ii. Each General Course shall be of **122** credits, to be studied in Six **(6)** semesters

Curriculum structure in different programmes shall have contained different types of courses as under: Core Course, Elective Course (Discipline Specific Elective, Generic Elective), Ability Enhancement Courses (AECs) [Ability Enhancement Compulsory Courses & Skill Enhancement Course].



## 11. Distribution of courses in B.A./B.Sc./B.Com. ( Hons /General)

11.1 The distribution of courses in B.A./B.Sc./B.Com. ( Honours & General) are as follows:

### Distribution of courses in BA/BSc/BCom ( Honours /General)

Course Components	B.A.		B.Sc.		B.Com.	
	Honours	General	Honours	General	Honours	General
Core Course	14	8	14	12	14	8
Ability Enhancement Compulsory Course(AECC)[Core]		4				4
Discipline specific Elective (DSE) Course	4	4	4	6	4	4
Ability Enhancement Compulsory Course (AECC)	2	2	2	2	2	2
Generic Elective (GE) Course	4	2	4		4	2
Skill Enhancement Course (SEC)	2	4	2	4	2	4

Core Course (CC), Discipline Specific Elective (DSE), Generic Elective(GE) courses are of **6 (six)** credit each and Ability Enhancement Compulsory Courses (AECC) & Skill Enhancement Course (SEC) are of **2 (two)** credits each excluding Environmental Studies (ENVS) which is of **4 (four)** credits.

11.2. An undergraduate Degree with Honours in Arts /Science/ Commerce shall be awarded if a student completes 14 core courses/papers in that discipline, 2 Ability Enhancement Compulsory Courses (AECC), 2 Skill Enhancement Courses (SEC), 4 courses/papers from a list of Discipline Specific Elective (DSE) and 4 courses/papers from a list of Generic Elective(GE) papers, respectively.

11.3 An undergraduate General Degree in Science shall be awarded if a student completes 12 core courses/papers (4 core papers each in three discipline of choice) , 2 Ability Enhancement Compulsory Courses(AECC), 4 skill Enhancement Courses(SEC) and 2 papers each from a list of Discipline Specific Elective (DSE) papers based on three discipline of choice selected above, respectively.

11.4 An undergraduate General Degree in Arts/Commerce shall be awarded if a student completes 12 Core Courses (4 core papers each in two discipline of choice, 2 core papers each in English and MIL respectively), 2 Ability Enhancement compulsory Course (AECC), 4 Skill Enhancement Course (SEC), 2 papers each from a list of Discipline Specific Elective (DSE) papers based on the two discipline of choice selected above respectively, and 2 papers from the Generic Elective (GE).

## 12 For the purpose of computation of credits/work-load following mechanism shall be adopted

- i. Lecture 1 credit = 1 Hour Lecture [ 1 theory period of one hour duration per week]
- ii. Tutorial 1 credit = 1 Hour Tutorial [1 tutorial period of one hour duration per week]
- iii. Practical 1 credit = 2 Hours Practical [1 practical period of two hours duration per week]

13 The credit(s) for each theory paper/ practical/tutorial/project/dissertation will be as per details given in annexure 1A, 1B, 1C, 1D for B.A./B.Sc./B Com Honours & B.A/B.Sc./B.Com General.

## 14 Examination

### 14.1 Examination Fee

The examination fees and other fees prescribed by the University from time to time shall have to be paid by each student within the stipulated times of respective End Semester Examination after notification of Controller of Examinations.

### 14.2 Dates of examination:

The examination for all the semesters will be held as per the prescribed academic calendar of every year. However, exact dates and the centers of examination shall be notified by the Controller of Examinations. Ordinarily, the university shall not deviate from the prescribed academic calendar. However, in the event of any unforeseen exigency the Controller of Examinations shall be competent for any minor adjustment in the schedule.

### 14.3. Admit Card:

Admit card for appearing at the End Semester Examination, will be issued by the Controller of Examinations after fulfilling eligibility criteria like attendance, registration etc.

### 14.4. Eligibility criteria of examination and types of assessment :

- i. Each academic year shall have two Semesters. In each semester, there shall be two types of examinations: Internal Assessment (IA) and End Semester Examination (ESE).
- ii. In the semester system, the examinations will be held in six parts. The academic session including the examinations for first, third and fifth semester are July to December and that for second, fourth and sixth semester are January to June. Before the End Semester Examination, a student will enjoy study leave of 10-12 days.
- iii. A student must get himself/ herself admitted in each semester as per the admission rule.
- iv. A candidate shall be eligible for appearing at any of the semester of examination fulfilling

the following essential condition:

A student must have at least **75% class attendance** (theory and practical separately).  
Student must complete internal assessment.

#### **14.5. Continuous Internal Assessment:**

- i. Process and marks distribution are as follows: All the internal continuous assessment will be conducted by the internal teacher of the respective Department. It shall be on the basis of tutorials, class tests, seminar presentations, or any combination thereof, evenly distributed over the entire study period. The modalities of such assessment be recorded and documents will be preserved by the respective college and those must be placed before any committee or team constituted by the university for verification.
- ii. Marks obtained in the internal assessment will be clubbed with marks obtained in the End Semester Examination before awarding the grade. If a candidate fails to secure pass grade in a particular course, he/she will have to appear in that course only. The internal assessment marks will be retained for next examinations with valid chances.
- iii. Submission of marks of internal assessment: The marks for **class attendance** and **internal assessment** will be clubbed and shall be submitted by the Principals/Teachers-in-Charge/Officer-in-Charge of the colleges to the Controller of Examinations before the commencement of End Semester Examination.

#### **14.6. Hour of End Semester Examination :**

- a. Honours/General **theoretical** papers of full marks up to **50**, duration **2** hours.
- b. Honours/General **theoretical** papers of full marks more than **50**, duration **3** hours.
- c. Honours/General **practical** papers of full marks up to **50**, duration **3** hours.
- d. Honours/General **practical** papers of full marks above **50**, duration **5** hour

**14.7.a.** A candidate pursuing Honours/ General course of study has to secure minimum of 20% marks (including the marks in Internal Assessment) of each paper at the End Semester Examination in order to qualify for the next semester.

**14.7.b.** Automatic progression in the higher semester may apply, i.e., after appearing at semester I examination, he/ she is allowed to continue semester II study irrespective of the result of semester I and so on.

**14.8.** Internal Assessment has to be done in the semester in which a candidate becomes eligible to appear in the concerned end semester examination. The candidates remaining absent in the written examination for Internal Assessment will be awarded zero (0) marks. Marks obtained in Internal Assessment (i.e. marks for attendance and marks of written examination taken together) shall be retained for the entire duration of his/her enrolment.

**14.9.** If a candidate secure pass marks in Practical Paper(s)/Project Work but fails to secure pass marks in theoretical papers, the marks of Practical Paper(s)/Project Work along with Internal Assessment of theoretical papers shall be retained.

**14.10** A candidate who fails to secure pass marks in one or more papers maximum two papers one each Honours Core Course and one from other courses of a semester may appear in those paper(s) when the concerned End Semester Examination will be held next.

**14.11**

i. A candidate ( Honours/ General) shall have to complete each semester examination **within 3 ( Three) consecutive chances** including his / her first appearance in the concerned End Semester Examination.

If a candidate does not avail of any chance/chances mentioned above within the stipulated period, the chance shall be deemed to have lapsed. A student failing to get pass in one or more course(s) in respective semester examination, he/she may re-appear at the following year as 2<sup>nd</sup> chance. ii. A student will be permitted to clear his/her failed course(s) in maximum three consecutive chances irrespective of availing/ not availing any particular chances.

Student who skips semester examination will be eligible to clear those course(s) in the respective semester examination of subsequent years (i.e. 1<sup>st</sup> semester with the 1<sup>st</sup> semester of the subsequent year, 2<sup>nd</sup> semester with the 2<sup>nd</sup> semester of the subsequent year) and so on. iii. If any candidate fails to qualify any semester after three (03) chances his/her candidature of the course will be lapsed/ cancelled. A special permission may be given by the Secretary, Council of UG Studies for re-registration/ admission following the admission rules stated in clause (5).

**14.12** Pass mark in any paper in any semester is **20%** of the full marks of the subjects for Honours and General courses.

If a candidate secure qualifying grade (D grade) in all courses he/she will be declared to have qualified the said semester and the result will be shown as SQ/HQ/GQ and thereafter no. of next higher semester will be added. Marks obtained in the internal assessment will be clubbed with marks obtained in end semester examination before awarding the grade. If a candidate fails to secure pass grade (D grade) in a particular course, he/she will have to appear in that course only. The internal assessment marks will be retained for next examination(s) with valid chances.

**14.13**

(a) An arrear paper is one in which student fails to secure 20% marks. Arrear paper will be due to absence to sit in examination or failure to obtain the required qualifying marks. This will be indicated in the mark sheet of end semester examination.

Arrear paper will be allowed in Core Course/GE/AECC/SEC/DSE in a particular semester. Maximum number of arrear paper allowed in a semester is two (02).

**All arrear papers from 1<sup>st</sup> semester to 5<sup>th</sup> semester must be cleared before being promoted to 6<sup>th</sup> semester.**

**14.14. Special Supplementary Examination:**

A Special supplementary examination will be held for 3<sup>rd</sup> year students who have arrear paper only for 6<sup>th</sup> semester, except the R.A. student(s). There will be no Special supplementary examination for any practical paper.

**14.15 Cancellation of results :** A candidate may apply to the Controller of Examinations for cancellation of his/her result of any semester for improvement of results within 15 days from the publication of results or issue of mark sheet. There will be no provision for

cancelling results *of* any single subject/ paper in any case. In all cases, cancellation of results will be counted as one chance lost. Such candidate shall have to surrender their original mark sheet along with the application for cancellation of results by payment of requisite fee as fixed by the University authority.

#### 15. Post publication Scrutiny of Answer Script (Self Inspection):

A candidate of Hons./ Gen. Course may apply for Self Inspection or RTI of his / her one or more answer scripts irrespective of marks by paying requisite fees. Post publication scrutiny (Self Inspection) does not imply re-examination or re-assessment of scripts but involve verification of scripts and records.

#### 16. Grading system:

##### Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

Based on the performance of the students, each student will be awarded Grade in subjects at the end of the semester examination following seven points grading system on the base of TEN (10). The letter grades and the corresponding grade points are as shown below:

##### 10 Point scale

Qualification	Letter Grade	% of Marks	Grade Point
Outstanding	O	90-100	10
Excellent	A+	80-89	9
Very Good	A	70-79	8
Good	B+	60-69	7
Above Average	B	50-59	6
Average	C	40-49	5
Satisfactory	D+	30-39	4
Poor	D	20-29	3
Fail	F	Below 20	0
Absent	Ab		0

**Further there shall be another grade 'I' (with point 0) for students for whom disciplinary action remain pending.**

**The Semester Grade point (SGPA)** will be computed in each semester as per the following formula:

$$\text{SGPA} = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i}$$

$C_i$  = The number of credits allotted for particular course.

$G_i$  = This is the Grade points corresponding to the grade awarded for the course

$i = 1, 2, \dots, n$  represent the number of course in which a student is registered in the concerned semester. The SGPA is rounded off to two decimal places.

**The Cumulative Grade Point Average (CGPA)** will be computed at the end of semester as per the following formula

$$\text{CGPA} = \frac{\sum_{i=1}^n C_i S_i}{\sum_{i=1}^n C_i}$$

\* $C_i$  is the total credits of the corresponding semesters.

$S_i$  is the SGPA of the corresponding semesters.

$i = 1, 2, \dots, n$  represent the number of the course in which a student is registered in the concerned semester. The CGPA is rounded off to two decimal places.

## 17. Grace Marks

A candidate who fails to obtain 40%, 50%, 55% or 60% marks in aggregate at the 6<sup>th</sup> and final semester a maximum of 5 marks shall be awarded as grace mark and that shall be added in the paper in which the candidate obtains the highest mark in which he/she appears last.

18. In case of any dispute arises in respect of interpretation, intention or application of any of the provision of these regulations or any matter not covered by these regulations, decision of the Hon'ble Vice Chancellor/ Executive Council in this regards shall be final and binding.

## ANNEXURE

## 1A SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.Sc. (Honours)

Semester	Core Course( CC) (14)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective ( DSE) (4)	Generic Elective (GE) (4)
I	C1	[English/MIL (Bengali/ Hindi) Communication]			GE-1
	C2				
II	C3	Environmental Science			GE-2
	C4				
III	C 5		SEC-1		GE-3
	C 6				
	C 7				
IV	C 8		SEC-2		GE-4
	C 9				
	C 10				
V	C 11			DSE-1	
	C 12			DSE-2	
VI	C 13			DSE-3	
	C 14			DSE-4	

**1B SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.A/B.Com (Honours)**

Semester	Core Course(CC)(14)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective (DSE) (4)	Generic Elective (GE)(4)
<b>I</b>	<b>C1</b>	[English/MIL (Bengali/ Hindi) Communication]			<b>GE-1</b>
	<b>C2</b>				
<b>II</b>	<b>C3</b>	Environmental Science			<b>GE-2</b>
	<b>C4</b>				
<b>III</b>	<b>C 5</b>		<b>SEC-1</b>		<b>GE-3</b>
	<b>C 6</b>				
	<b>C 7</b>				
<b>IV</b>	<b>C 8</b>		<b>SEC-2</b>		<b>GE-4</b>
	<b>C 9</b>				
	<b>C 10</b>				
<b>V</b>	<b>C 11</b>			<b>DSE-1</b>	
	<b>C 12</b>			<b>DSE-2</b>	
<b>VI</b>	<b>C 13</b>			<b>DSE-3</b>	
	<b>C 14</b>			<b>DSE-4</b>	



**1C SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B. Sc(General)**

Semester	Core Course(CC) (12)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (4)	Discipline Specific Elective (DSE) (6)
<b>I</b>	<b>DSC-1A</b>	[English/MIL (Bengali/ Hindi) Communication]		
	<b>DSC-2A</b>			
	<b>DSC-3A</b>			
<b>II</b>	<b>DSC-1B</b>	Environmental Science		
	<b>DSC-2B</b>			
	<b>DSC-3B</b>			
<b>III</b>	<b>DSC-1C</b>		<b>SEC-1</b>	
	<b>DSC-2C</b>			
	<b>DSC-3C</b>			
<b>IV</b>	<b>DSC-1D</b>		<b>SEC-2</b>	
	<b>DSC-2D</b>			
	<b>DSC-3D</b>			
<b>V</b>			<b>SEC-3</b>	<b>DSE-1A</b>
				<b>DSE-2A</b>
				<b>DSE-3A</b>
<b>VI</b>			<b>SEC-4</b>	<b>DSE-1B</b>
				<b>DSE-2B</b>
				<b>DSE-3B</b>

**1D SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.A/B. Com (General)**

Semester	Core Course(CC)(12)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (4)	Discipline Specific Elective (DSE) (4)	Generic Elective (GE) (2)
<b>I</b>	<b>English-1</b>	[English/MIL (Bengali/Hindi) Communication]			
	<b>DSC-1A</b>				
	<b>DSC-2A</b>				
<b>II</b>	<b>MIL (Bengali/Hindi)-1</b>	Environmental Science			
	<b>DSC-1B</b>				
	<b>DSC-2B</b>				
<b>III</b>	<b>English-2</b>		<b>SEC-1</b>		
	<b>DSC-1C</b>				
	<b>DSC-2C</b>				
<b>IV</b>	<b>MIL (Bengali/Hindi) -2</b>		<b>SEC-2</b>		
	<b>DSC-1D</b>				
	<b>DSC-2D</b>				
<b>V</b>			<b>SEC-3</b>	<b>DSE-1A</b>	<b>GE-1</b>
				<b>DSE-2A</b>	
<b>VI</b>			<b>SEC-4</b>	<b>DSE-1B</b>	<b>GE-2</b>
				<b>DSE-2B</b>	

## 2a.Marks Distribution of B Sc/BA/B Com (Hons & General)[ Theory & Practical]

Sr. no	Course	Credit	No. of hours/ week	Marks Distribution				ESE	
				CA	IA	ESE	FM	Theory	Practical
			L-T-P						
1	CC (Th+Pr)	6(4+2)	4-0-4	05	10	60	75	40	20
2	GE(Th+Pr)	6(4+2)	4-0-4	05	10	60	75	40	20
3	DSE(Th+Pr )	6(4+2)	4-0-4	05	10	60	75	40	20
4	AECC	2	1-1-0	05	05	40	50	40	
5	SEC(Th+Pr)	2(1+1)	1-0-2	05	05	40	50	25	15
6	AECC(ENV S)	4		05	15	80	100	50	30(Project)

**CC**= Core Course, **GE**= Generic Electives, **DSE**= Discipline Specific Electives, **AECC**= Ability Enhancement Compulsory Course, **SEC**= Skill Enhancement Course, **AECC (ENVS)** = Ability Enhancement Compulsory Course (Environmental Studies). **CA** = Class Attendance, **IA** = Internal Assessment, **ESE**= End Semester Examination, **FM** = Full Marks.

**L** = Lecture, **T** = Tutorial, **P** =Practical. **Th**= Theory, **Pr**=Practical

## 2b.Marks Distribution of B Sc/BA/B Com (Hons & General)[ Theory only ]

Sr. no	Course	Credit	No. of hours/ week	Marks Distribution				ESE	
				CA	IA	ESE	FM	Theory	Practical
			L-T-P						
1	CC	6	5-1-0	05	10	60	75	60	-
2	GE	6	5-1-0	05	10	60	75	60	-
3	DSE	6	5-1-0	05	10	60	75	60	-
4	AECC	2	1-1-0	05	05	40	50	40	-
5	SEC	2	1-1-0	05	05	40	50	40	-
6	AECC(ENV S)	4		05	15	80	100	50	30(Project)

**CC**= Core Course, **GE**= Generic Electives, **DSE**= Discipline Specific Electives, **AECC**= Ability Enhancement Compulsory Course, **SEC**= Skill Enhancement Course, **AECC (ENVS)** = Ability Enhancement Compulsory Course (Environmental Studies). **CA** = Class Attendance, **IA** = Internal Assessment, **ESE**= End Semester Examination, **FM** = Full Marks. **L** = Lecture, **T** = Tutorial, **P** =Practical. **Th**= Theory, **Pr**=Practical.

## Addendum-1

### Post publication review and Post publication scrutiny of answer scripts:

#### 1. Post publication review:

##### General Rule for Review:

- a) A student may apply for post-publication review of his/her answer scripts in the prescribed form and manner and a submission of requisite fees per paper within the date as per notification to be issued by the Controller of Examinations at the time of publication of the result. All such applications must be forwarded by the Principal of the college concerned.  
Post Publication Review is applicable only for theory papers of different End Semester Examinations. Review shall not be permissible for internal Assessment, Practical Examination and Project work/Field work etc.
- b) Post publication Review and post publication scrutiny of the same paper(s) in a subject shall not be allowed.
- c) A student shall be allowed to apply for re-examination/review of not more than 2 (Two) theoretical papers in each semester, provided that he/she has scored qualifying marks i.e. 20% in that semester and also secured 35% marks in other individual papers, are considered as eligible for Review.
- d) In case of variation of marks for more than 5% equal weightage is to be given to marks awarded by the examiner appointed for Re-examination and original examiner and an average of two awards is to be taken into account for computing result of re-examination. Marks originally obtained and the marks obtained through re-examination be taken together to work out and average which will be considered as the award in that paper of the candidate concerned even if the average is more or less than the initial award of marks.
- e) In case of variation of 5% marks or less between the original and re-examination process the change shall be ignored.
- f) Incomplete and faulty application is liable to be rejected without assigning reason or without any intimation to the candidate and college concerned.
- g) Under no circumstances fees for post publication Review [as notified from time to time by Controller of Examination (COE)] once paid shall be refunded.
- h) Prayer for Post Publication Review in prescribed manner in respect of any examination cannot be related to the appearance of the next year's examination, as the case may be. Candidates applying for the Post Publication Review shall have to make necessary preparations for the next examination on the basis of his /her original results accordingly, even though they have applied for the same.

#### 2. Post publication scrutiny of answer scripts:

A candidate of Hons. / Gen. course of any part of his/her examination does not come under the purview of post publication Review, he/she may apply for post publication scrutiny of his/her one or more answer scripts irrespective of marks. Post publication scrutiny does not imply re-examination or re-assessment of scripts but involve verification of scripts and records.

**VIDYASAGAR UNIVERSITY  
MIDNAPORE**

**REGULATIONS FOR THE SEMESTER PROGRAMME IN POST - GRADUATE COURSES  
( As amended by the Eighth Executive Council on 28.08.2017 and 06.11.2017)**

**1. Academic Session :**

- a) All the Post Graduate Courses in the University excepting those of B.Lib.I.Sc, M.Lib.I.Sc, M.C.A. and M.B.A. shall be of two year duration consisting of two semesters in a year. B.Lib.I.Sc. & M.Lib.I.Sc. courses shall be of one year duration each consisting of two Semesters. The M.C.A. and M.B.A. Courses shall be governed by separate Regulations.
- (b) The academic session normally shall start in July each year.
- (c) Each academic session shall comprise of two Semesters :
- Odd Semester –July to December
  - Even Semester –January to June
- (d) 14 ( fourteen ) days preparatory leave shall be provided before each Semester Examination.
- (e) No. of teaching days will be at least 65days; If the No. of teaching days becomes less than 65 days in a Semester due to certain unforeseen problems / events beyond control, the Head of the concerned department will take special permission from the Hon'ble Vice-Chancellor.

**2. Academic Calendar**

- (a) The academic calendar shall be published for each Semester prior to the commencement of the Semester.
- (b) Exact dates of all the important events, commencement of classes, holidays, days of teaching and assessment, preparatory leave, dates of examinations, recess etc shall be included.
- (c) Calendars shall also indicate the date of commencement of classes in the next Semester.

**3. Academic Load :**

- (a) The total marks for the Semester Courses in the different programmes or discipline shall be as follows:
- In laboratory based Science Subject : 1200 Marks. The ratio of theory and experiment shall be either 2:1 or 7:5 depending on the requirement of the subject concerned.
  - In Arts / Humanities Subjects : 800 Marks
  - In Commerce : 1000 Marks
- The total load shall be uniformly among all the Semesters.
- (b) All theory and experimental papers shall have 50 marks which shall be known as a Course.
- (c) The following Subject Code will be followed in the Post-Graduate Courses from the academic session 2013-14.

Sl. No.	Subject	Code
1	Bengali	BNG
2	Education	EDN
3	English	ENG
4	Commerce	COM
5	Economics	ECO

6	Hindi	HIN
7	History	HIS
8	Bachelor of Library and Information Science	BLI
	Master of Library and Information Science	MLI
9	Master of Business Administration	MBA
10	Philosophy	PHI
11	Political Science with Rural Administration	PLS
12	Sanskrit	SAN
13	Sociology	SOC
14	Santali	SNT
15	Anthropology	ANT
16	Applied Mathematics with Oceanology and Computer Programming	MTM
17	Fisheries Science	FSC
18	Bio-Medical Laboratory Science and Management	BLM
19	Botany	BOT
20	Chemistry	CEM
21	Clinical Nutrition & Dietetics	CND
22	Computer Science	COS
23	Electronics	ELC
24	Geography	GEO
25	Human Physiology	PHY
26	Microbiology	MCB
27	Physics	PHS
28	Remote Sensing and GIS	RSG
29	Zoology	ZOO
30	Bio-Chemistry	BIC
31	Bio-Technology	BIT
32	Nutrition and Dietetics	NUD
33	Master of Social Work	MSW
34	LLM	LLM
35	Master of Computer Application	MCA
36	Master of Physical Education	PED

(d) After the Subject Code the first digit represents the Semester such as

- Semester-I – 1
  - Semester-II – 2
  - Semester –III – 3
  - Semester-IV – 4
- a) The 2<sup>nd</sup> and 3<sup>rd</sup> digit represent Course No. starting from 01 e.g. 01,02,03,04,05,06
- b) Each theory course shall consist of one group of 50 marks or a maximum two groups with each group having a coverage of 25 marks.

- c) For each Theory Course, the minimum number of teaching hours in a Semester shall be at least 50(fifty).
- d) For Experimental paper, the minimum number of contact hours per Course of 50 marks shall be 75( seventy five) in a Semester.

#### 4. Admission :

- a. In the beginning of each academic year, the admission criteria for all PG Programmes shall be notified by the Faculty Council ( both in the University Departments and in the affiliated or Constituent Colleges )
- b. Admission is based on the performance in the last qualifying University Examination. In case of tie between students, the performance in the Higher Secondary Examination shall be considered in preparing the Merit Lists.
- c. Admission to each PG Courses ( both in the University Department and in affiliated or Constituent Colleges ) shall be made through counselling on a date to be announced in the Admission Notice.
- d. The Secretary, Faculty Councils for PG Studies shall co-ordinate the admission process.
- e. The Head of the Post-Graduate Department of the university or his / her nominee will chair the counselling session for admission to the PG Courses.  
Provided that the Principal and the Head of the department of the subject / discipline concerned of the college and the Head of the Post-Graduate department of the University or his / her nominee shall be present in the counselling Board in case of admission to P.G. Courses in an affiliated or constituent college. The Principal of the college shall chair the session.

#### 5. Evaluation

- (a) The departmental Committee shall appoint a Course in-Charge for each course in a department.
- (b) 75% attendance in a Semester shall be mandatory for appearing at the Semester examination concerned.
- (c) The evaluation of the students shall be a continuous process and shall be based on their performances in short tests / tutorial / term papers / assignment / regular laboratory performance and the Semester Examination.
- (d) The continuous performance shall be evaluated by the Course in-Charge. The performance report (evaluated out of 20% of the maximum marks for a course) shall be submitted by the Course-in-Charge to the Head of the Department or Principal of an affiliated or the constituent colleges who shall forward all the internal marks to the Controller of Examinations at least a week before the commencement of Semester Examination.
- (e) In the Semester Examination, each paper shall be evaluated on 40 marks ( 80% of the marks allotted in a Course )
- (f) The final performance in a paper shall be taken as the total or aggregate of the marks obtained in internal assessment evaluation and the marks obtained at the Semester Examinations.
- (g) The qualifying marks for each theory paper shall be 30% and in the aggregate in each Semester it shall be 40%.
- (h) A student who secures 40% in aggregate in a Semester but scores less than 30% in not more than two theory papers (Theory / Practical) shall be provisionally promoted to the next Semester, but declared failed in the papers in which he / she scores less than 30%. He / she shall be required to clear these back papers in next two chances. For these papers the qualifying marks shall be 30%.
- (i) A student who does not secure 40% in aggregate in the Semester but secures 40% in all but two theory papers in the Semester, shall provisionally be promoted to the next Semester but

declared failed in the papers in which he / she secured less than 40%. He / she shall be required to clear these back papers in next two chances subject to the conditions stipulated in (h).

- (j) If a student fails to qualify in more than two papers in a Semester, he / she will have to repeat the Semester in the next academic session.
- (k) A student may have a maximum of 4 back papers at any time of his / her tenure.
- (l) The back papers of the first, second and the third semesters shall only be cleared with the regular semester examinations in the next academic session.
- (m) The back papers of fourth semester shall be cleared in a special examination to be conducted within six weeks of the publication of the results or in the regular examinations in the next academic session, to be decided by the Controller of Examinations.
- (n) A student shall have to qualify in all the semesters to qualify for the degree.
- (o) A student shall be allowed a maximum of consecutive four years to complete the two year Post-Graduate Programme of the University.
- (p) The Choice Based Credit System (CBCS) has been implemented in PG courses of university and colleges from the academic session 2016-17 as per Resolutions of the Joint Faculty Councils of Arts & Commerce and Science in its meeting held on 26.05.2015 and approval of the Executive Council in its meeting dated 05.006.2015.
- (q) The marks of Core Course of the faculties will be as follows :
- Arts - 700 Marks, Commerce – 900 Marks, Science- 1100 Marks
- (r) The Elective Course will be of 100 Marks in each PG course.  
Semester- II : 50 Marks, Semester-III : 50 Marks
- (s) The credit of Core Course of the faculties will be as follows:

<u>Faculty</u>	<u>No. of Papers</u>	<u>Credit per paper</u>	<u>Total Credit</u>
Arts	14	6	84
Commerce	18	(a) 15 Papers	5
		(b) 3 Papers	4
Science	22	4	88

- (t) The credit of Extra-departmental course / Elective Course of two papers( one paper in Semester-II and one Paper in Semester-III) in each subject will be 4 + 4.
- (u) The following Papers of M.Com. will carry 4 Credits:  
Semester – II : COM- 203  
Semester – III : COM – 302  
Semester-IV : COM – 402  
All other Papers will carry 5 Credits each.
- (v) Economics is under the Faculty of Arts & Commerce and Geography and Environment Management is under the Faculty of Science.
- (w) Grade and Grade Points

Percentage of Marks obtained	Grade	Grade Points(Gi)
90 & above	O (Outstanding)	10
80-89	A+ (Excellent)	9
70-79	A (Very Good)	8
60-69	B+ (Good)	7
50-59	B (Above Average)	6
40-49	C (Average)	5
30-39	P (Pass)	4
Below 30	F (Fail)	0
Absent	Ab	0

- (x) *Semester Grade Point Average (SGPA)* : SGPA for each semester will be calculated using the formula:



$$SGPA (Si) = \frac{\sum (Ci \times Gi)}{\sum Ci}, \quad \text{Where } Ci = \text{Credit hour, } Gi = \text{Grade point}$$

- (y) *Cumulative Grade Point Average (CGPA)* =: CGPA for all semesters will be calculated using the formula:

$$CGPA = \frac{\sum(Ci \times Si)}{\sum Ci}$$

- (z) In the Marksheets of the Post Graduate & other courses the marks of (i) Internal assessment, (ii) Theory / Practical / Dissertation will be mentioned separately, as applicable.  
 (aa) The Marksheet will carry the marks, Credit, Grade and Grade Points, Credit Points.  
 (bb) The Percentage of marks will also be shown in the Marksheets.

#### 6. Examination :

- (a) The schedule for the end semester examination shall be prepared and announced by the Controller of Examinations. Except for exigencies, all the examinations shall usually be held on the dates specified in the academic calendar.  
 (b) Except for the professional courses, the Semester Examination shall generally be conducted centrally by the Controller of Examinations.  
 (c) For each Theory paper, two sets of questions are requisitioned, one from the Course in-Charge and the other from an expert from other University / Institution / Research Centres of Repute. The papers are moderated by a Board comprising all the Course-in-Charge and two external experts (presence of at least one expert is mandatory). The Chairman of the P.G. Board of Studies in the concerned subject shall chair the Moderation Meeting.  
 (d) In the 1<sup>st</sup> and 2<sup>nd</sup> Semesters, 75% of the theory papers is examined by the internal examiners and 25% by the external examiners course-wise and on rotational basis to be decided by the P.G. Board of studies concerned.  
 (e) Semester practical examinations shall be evaluated by both internal and external examiners.  
 (f) 50% of the theory papers may be re-examined on request by the examinee subject to the condition that he / she secures a minimum of 40% of marks in the rest of theory papers.

#### 7. Award of Degree:

- (a) The degree shall be awarded only after the student qualifies in all the Semesters of the prescribed programme subject to the conditions laid down in section .  
 (b) The students who qualify for the degree and secured 60% or more in the aggregate shall be placed in the First Class. Other qualified students are placed in the second class.  
 (c) The mark sheets of each Semester shall be issued only after a student clears all the papers in that Semester.  
 (d) A total of maximum 5 grace mark(s) may be awarded in order to enable the candidate to qualify for or pass the final examination.  
 (e) A total of maximum 5 marks in the aggregate of all Semesters in programme, shall be given grace marks to an extent that their total marks becomes just 50 %.  
 (f) A total of maximum 5 marks in the aggregate of all Semesters in programme shall be given grace marks to an extent that their total marks becomes just 55%.  
 (g) A total of maximum 5 marks in the aggregate of all Semesters in programme shall be given grace marks to an extent that their total marks becomes just 60%.

- (h) The grace marks awarded shall be added with one or two courses in the final semester in which the student secures the lowest marks. If marks increase after Review and the increased marks exceeds the grace marks, only extra marks above grace marks will be added.
- (i) The deficit award will be shown in the Tabulation Sheet by + sign in the lowest mark and not in the Mark Sheet.

8. List of UG colleges where PG courses are running with their Code w.e.f. the academic year 2015-16 / 2016-17

Sl. No.	Code No.	Name of college
1.	01	Bajkul Milani Mahavidyalaya
2.	02	Belda College
3.	03	Bhatter College
4.	04	Egra Sarada Sashi Bhushan College
5.	05	Kharagpur College
6.	06	Mahishadal Girls' College
7.	07	Mahishadal Raj College
8.	08	Mugberia Gangadhar Mahavidyalaya
9.	09	Panskura banamali Cillege
10.	10	Pingla Thana Mahavidyalaya
11.	11	Prabhat Kumar College
12.	12	Ghatal Rabindra Satabarshiki Mahavidyalaya
13.	13	Raja Narendra Lal Khan Women's College
14.	14	Tamralipta Mahavidyalaya
15.	15	Vivekananda Mission Mahavidyalaya
16.	16	Haldia Govt. College
17.	17	Jhargram Raj College
18.	18	Sevayatan Sikshan Mahavidyalaya
19.	19	Oriental Institute of Science & Technology
20.	20	Vidyasagar Institute of Health
21.	21	Vidyasagar School of Social Work
22.	22	AMIK, Institute of Management Science & Technology
23.	23	Haldia Law College
24.	24	Eastern Institute for Integrated Learning in Management(EIILM)
25.	25	Bengal Institute of Business Studies (BIBS)
26.	26	Narajole Raj College
27.	27	Sarsuna Law College
28.	28	Sabang Sajanikanta Mahavidyalaya
29.	29	Sitananda College
30.	30	Midnapore City College

*Mandal* 22.11.17

Dr. Tarun Kanti Mandal  
Secretary, Faculty Councils for PG Studies

Secretary  
Faculty Councils for PG Studies  
VIDYASAGAR UNIVERSITY  
Midnapore-721102

# VIDYASAGAR UNIVERSITY



MIDNAPORE

## *REGULATIONS FOR THE SEMESTER PROGRAMME IN POST-GRADUATE COURSES*

(w.e.f. 2018-19)

### **1. Academic Session:**

- 1.1. All the Post-Graduate Courses in the University excepting those of B.Lib.I.Sc, M.Lib.I.Sc, and M.C.A. shall be of two-year duration consisting of two semesters in a year. B.Lib.I.Sc. & M.Lib.I.Sc. courses shall be of one year duration each consisting of two Semesters. The M.C.A. and M.B.A. Courses shall be governed by separate Regulations.
- 1.2. The academic session normally shall start in July each year.
- 1.3. Each academic session shall comprise of two Semesters.
  - Odd Semester -July to December
  - Even Semester --January to June
- 1.4. Fourteen (14) days preparatory leave shall be provided before each Semester Examination.
- 1.5. No. of teaching days will be at least 65 days; If the No. of teaching days becomes less than 65 days in a Semester due to certain unforeseen problems / events beyond control, the Head of the concerned department will take special permission from the Hon'ble Vice-Chancellor.

## 2. Academic Calendar:

- 2.1. The academic calendar shall be published for each Semester prior to the commencement of the Semester.
- 2.2. Exact dates of all the important events, commencement of classes, holidays, days of teaching and assessment, preparatory leave, dates of examinations, recess etc shall be included.
- 2.3. Calendars shall also indicate the date of commencement of classes in the next Semester.

## 3. Academic Load:

- 3.1. The total marks for the Semester Courses in the different programmes or discipline shall be as follows:
  - In laboratory based Science Subject: 1200 Marks. The ratio of theory and experiment shall be either 2:1 or 7:5 depending on the requirement of the subject concerned.
  - In Arts/ Humanities Subjects : 1000 Marks
  - Commerce: 1000 MarksThe total load shall be uniformly among all the Semesters.
- 3.2. All theory and experimental papers shall have 50 marks which shall be known as a Course.
- 3.3. The following Subject Code will be followed in the Post-Graduate Courses from the academic session 2013-14.

<i>Sl. No</i>	<i>Subject</i>	<i>Code</i>
1	Bengali	BNG
2	Education	EDN
3	English	ENG
4	Commerce	COM
5	Economics	ECO
6	Hindi	HIN
7	History	HIS
8	Bachelor of Library & Information Science	BLI
	Master of Library & Information Science	MLI
9	Masters of Business Administration	MBA
10	Philosophy	PHI
11	Pol. Sc.	PLS
12	Sociology	SOC
13	Sanskrit	SAN
14	Santali	SNT
15	Anthropology	ANT

16	Appl. Math	MTM
17	Biomedical Lab. Sc. & Management	BLM
18	Botany	BOT
19	Chemistry	CEM
20	Clinical Nutrition & Dietetics	CND
21	Computer Sc.	COS
22	Electronics	ELC
23	Fisheries Science	FSC
24	Geography	GEO
25	Human Physiology	PHY
26	Microbiology	MCB
27	Physics	PHS
28	Remote Sensing & GIS	RSG
29	Zoology	ZOO
30	Bio-Chemistry	BIC
31	Bio-Technology	BIT
32	Nutrition and Dietetics	NUD
33	Master of Social Work	MSW
34	LLM	LLM
35	Master of Computer Application	MCA
36	Master of Physical Education	PED

**3.4.** After the subject code first digit represents the Semester such as:

**3.4.1.**

Semester- I: 1

Semester- II: 2

Semester- III: 3

Semester- IV: 4

**3.4.2.**

The 2<sup>nd</sup> digit will be 0 or 9. For theory paper it will be 0 and for practical paper it will be 9.

**3.4.3.** 3<sup>rd</sup> digit represent course No. Stating from 1 to 9.

**3.4.4.** For the several specialized optional paper under the head of particular course code (three digits) forth position would be an alphabet (e.g. 305A/305B/305C).

**3.4.5.** For the two groups/subjects under the head of particular course .1(point 1)/.2(point 2) will be added (e.g. 102.1/ 305B.2)

**3.5.** Each theory course shall consist of one group of 50 marks or a maximum two groups with each group having coverage of 25 marks.

## **4. Admission:**

- 4.1. In the beginning of each academic year, the admission criteria for all PG Programmes shall be notified by the Faculty Council (both for the University Departments and in the affiliated or Constituent Colleges).
- 4.2. Admission is based on the performance in the Common Entrance Test. In case of tie between students, the performance in Hons Examination/Major course (total marks) shall be considered in preparing the Merit Lists. If marks obtained in entrance Test & total Hons marks are same, the marks obtained in Higher Secondary or equivalent will be considered.
- 4.3. Admission to each PG Courses in the University Department shall be made through verification of testimonials and eligibility on a date to be announced in the University Web Portal and on the Notice Board of University.
- 4.4. The Secretary, Faculty Councils for PG Studies shall co-ordinate the admission process.
- 4.5. The Head of the Post Graduate Department of the university or his / her nominee will chair the session of verification of documents and testimonials of provisionally admitted candidates for admission to the PG Courses. The Principal of the college will chair the session for admission to PG courses in the colleges.

## **5. Evaluation**

- 5.1. The departmental Committee shall appoint a Course in-Charge for each course in a department.
- 5.2. 75% attendance in a Semester shall be mandatory for appearing at the Semester examination concerned.
- 5.3. The evaluation of the students shall be a continuous process and shall be based on their performances in short tests / tutorial / term papers / assignment/ regular laboratory performance and the Semester Examination.
- 5.4. The continuous performance shall be evaluated by the Course in-Charge. The performance report (evaluated out of 20% of the maximum marks for a course) shall be submitted by the Course-in-Charge to the Head of the Department.
- 5.5. In the Semester Examination, each paper shall be evaluated on 40 marks (80% of the marks allotted in a Course).
- 5.6. The final performance in a paper shall be taken as the total or aggregate of the marks obtained in internal Marks and the marks obtained at the End Semester Examinations.

- 5.7. The qualifying marks for each theory paper shall be 30% and in the aggregate in each Semester it shall be 40%.
- 5.8. A student who secures 40% in aggregate in a Semester but scores less than 30% in not more than two papers (Theory / Practical) shall be provisionally promoted to the next Semester, but declared failed in the papers in which he / she scores less than 30%. He / she shall be required to clear these back papers in next two chances. The qualifying marks shall be 30% in each of these papers.
- 5.9. A student who does not secure 40% in aggregate in the Semester but secures 40% all but two papers (Theory / Practical) in the Semester shall provisionally be promoted to the next Semester but declared failed in the papers in which he/she secured less than 40%. He / she shall be required to clear these back papers in next two chances subject to the conditions stipulated in (5.8), provided that he/she should secure 40% in aggregate in the Semester.
- 5.10. If a student fails to qualify in more than two papers in a Semester, he / she will have to repeat the Semester in the next academic session.
- 5.11. A student may have a maximum of 4 back papers at any time of his / her tenure.
- 5.12. The back papers of the first, second and the third semesters shall only be cleared with the regular semester examinations in the next academic session.
- 5.13. The back papers of fourth semester shall be cleared in a special examination to be conducted within six weeks of the publication of the results or in the regular examinations in the next academic session, to be decided by the Controller of Examinations.
- 5.14. A student shall have to qualify in all the semesters to qualify for the degree.
- 5.15. A student shall be allowed a maximum of consecutive four years to complete the two-year Post-Graduate Programme of the University.
- 5.16. The Choice Based Credit System (CBCS) has been implemented in PG courses of university and colleges from the academic session 2016-17 as per Resolutions of the Joint Faculty Councils of Arts & Commerce and Science in its meeting held on 26.05.2015 and approval of the Executive Council in its meeting dated 05.06.2015.
- 5.17. The marks of **Core Course** of the faculties will be as follows:  
Arts: 900 Marks, Commerce: 900 Marks, Science: 1100 Marks.
- 5.18. The **Elective/CBCS** Course will be of 100 Marks in each PG course.  
Semester-II: 50 Marks; Semester-III: 50 Marks

**5.19.** The Total Credit of the course of the faculties will be as follows.

Faculty	No. of Papers	Credit per Paper	Total Credit
Arts	Core Course =18	6	116
	Elective/CBCS Course = 2	4	
Commerce	Core Course =18 papers	5	98
	Elective/CBCS Course = 2	4	
Science	Core Course = 22	4	96
	Elective/CBCS Course = 2	4	

**5.20.** Economics is under the Faculty of Arts & Commerce and Geography and Environment Management is under the Faculty of Science.

**5.21.** Grade and Grade Points.

Percentage of marks obtained	Grade	Grade Points(Gi)
90 & above	O (Outstanding)	10
80-89	A+ (Excellent)	9
70-79	A (Very good)	8
60 -69	B+ (Good)	7
50-59	B ( Above Average)	6
40 -49	C (Average)	5
30-39	P (Pass)	4
Below 30	F ( Fail)	0
Absent	Ab	0

**5.22.** Semester Grade Point Average (SGPA): SGPA for each semester will be calculated using the formula.

$$SGPA (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i} \quad \text{Where } C_i = \text{Credit hour, } G_i = \text{Grade point}$$

**5.23.** Cumulative Grade Point Average (CGPA) = CGPA for all semesters will be calculated using the formula:

$$CGPA = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

**5.24.** In the Marksheet of the Post-Graduate & other courses the marks of (i) internal assessment, (ii) Theory/Practical / Dissertation will be mentioned separately, as applicable.

**5.25.** The Marksheet will carry the marks, Credit, Grade and Grade Points, Credit Points



5.26. The Percentage of marks will also be shown in the Marksheet.

## **6. Examination:**

- 6.1. The schedule for the end semester examination shall be prepared and announced by the Controller of Examinations. Except for exigencies, all the examinations shall usually be held on the dates specified in the academic calendar.
- 6.2. Except for the professional courses, the Semester Examination shall generally be conducted centrally by the Controller of Examinations.
- 6.3. For each Theory paper, two sets of questions are requisitioned, one from the Course in-Charge and the other from an expert from other University / Institution/ Research Centres of Repute. The papers are moderated by a Board comprising all the Course-in-Charge and two external experts (presence of at least one expert is mandatory). The Chairman of the P.G. Board of Studies in the concerned subject shall chair the Moderation Meeting.
- 6.4. In the 1<sup>st</sup> and 2<sup>nd</sup> Semesters, 75% of the theory papers are examined by the internal examiners and 25% by the external examiners course-wise and on rotational basis to be decided by the PG Board of studies concerned.
- 6.5. Semester practical examinations shall be evaluated by both internal and external examiners.
- 6.6. 50% of the theory papers may be re-examined on request by the examinee subject to the condition that he /she secures a minimum of 40% of marks in the rest of theory papers.

## **7. Award of Degree:**

The degree shall be awarded only after the student qualifies in all the Semesters of the prescribed programme subject to the conditions laid down in following sections.

- 7.1. The students who qualify for the degree and secured 60% or more in the aggregate shall be placed in the First Class. Other qualified students are placed in the second class.
- 7.2. The marksheets of each Semester shall be issued only after a student clears all the papers in that Semester.
- 7.3. A total of maximum 5 grace mark(s) may be awarded in order to enable the candidate to qualify for or pass (40%) the final examination.

- 7.4. A total of maximum 5 marks in the aggregate of all Semesters in programme, shall be given grace marks to an extent that their total marks becomes just 50%.
- 7.5. A total of maximum 5 marks in the aggregate of all Semesters in programme shall be given grace marks to an extent that their total marks becomes just 55%.
- 7.6. A total of maximum 5 marks in the aggregate of all Semesters in programme shall be given grace marks to an extent that their total marks becomes just 60%.
- 7.7. The grace marks awarded shall be added with one course in the final semester in which the student secures the lowest marks. If marks increase after Review and the increased marks exceeds the grace marks, only extra marks above grace marks will be added.
- 7.8. The Grace marks will be shown in the Tabulation Sheet by + sign in the lowest mark and not in the Marksheet.
8. List of UG colleges where PG courses are running with their Code w.e.f. the academic year 2018-19

<i>Sl.No.</i>	<i>Code</i>	<i>Name of the College</i>
1	01	Bajkul Milani Mahavidyalaya
2	02	Belda College
3	03	Bhatter College Datan
4	04	Egra S.S.B. Mahavidyalaya
5	05	Kharagpur College
6	06	Mahishadal Girls' College
7	07	Mahishadal Raj College
8	08	Mugberia Gangadhar Mahavidyalay
9	09	Panskura Banamali College
10	10	Pingla Thana Mahavidyalaya
11	11	Prabhat Kumar College
12	12	Ghatal R. S. Mahavidyalaya
13	13	R. N. L. Khan Women's College
14	14	Tamralipta Mahavidyalaya
15	15	Vivekananda Mission Mahavidyalaya
16	16	Haldia Govt. College
17	17	Jhargram Raj College
18	18	Sevayatan Sikshan Mahavidyalaya
19	19	Oriental Institute of Science & Technology
20	20	Vidyasagar Institute of Health
21	21	Vidyasagar School of Social Work

22	22	AMIK, Institute of Management Science & Technology
23	23	Haldia Law College
24	24	Eastern Institute for Integrated Learning in Management
25	25	Bengal Institute of Business Studies (BIBS)
26	26	Narajole Raj College
27	27	Sarsuna Law College
28	28	Sabang Sajanikanta Mahavidyalaya
29	29	Sitananda College
30	30	Midnapore City College
31	31	Garhbeta College
32	32	Ramnagar College

Dr. Tarun Kanti Mandal  
Secretary  
Faculty Councils for PG Studies

**VIDYASAGAR UNIVERSITY**  
**Midnapore**

REGULATIONS  
Relating to  
THE DEGREE OF DOCTOR OF PHILOSOPHY(Ph. D.)  
IN ARTS, COMMERCE AND SCIENCE

(as per UGC Regulations, 2016)

**Introduction**

The Ph.D. (Doctor of Philosophy) Programme of the university is intended towards the achievement of new insights, new findings, conclusions and new methods of analysis of relationships. The Ph.D. degree shall be awarded to a candidate on the basis of original contributions incorporated in his/her thesis, adjudicated and recommended by a Board of Experts and successfully defended by the candidate in a Viva-Voce.

**1. TITLE AND COMMENCEMENT**

**1.1** These Regulations may be called ‘Regulations Relating to the Degree of Doctor of Philosophy (Ph.D.) in Arts, Commerce and Science,2016’ or the ‘Ph.D. Regulations,2016.’

**1.2** These Regulations shall come into effect from the date of CSR Notification issued by the university and shall apply to all such cases coming under the purview of Vidyasagar University and covered by these Regulations,2016.

**1.3** ‘Research Scholar’ shall mean and also be known as a student or a candidate engaged in research with or without scholarship and registered as such by the appropriate authority under these Regulations.

**1.4** Notwithstanding anything contained in these Regulations, modifications and regulations received from the UGC from time to time in this regard shall be applied and incorporated suitably in these Regulations with necessary notifications.

**2. BOARD OF RESEARCH STUDIES**

**2.1** The Ph.D. Programme of the university shall be monitored by the Executive Council through the Board of Research Studies constituted for a period of four years in each of the faculties.

**2.2** The Board of Research Studies (BRS) in each of the faculties shall consist of:

(i) The Vice-Chancellor – Chairman

(ii) The Dean of the Faculty concerned – Vice-Chairman

(iii) Two Senior Professors of the Faculty concerned to be nominated by the Executive Council

(iv) Two outside experts (not below the rank of Professor) to be nominated by the Vice-Chancellor.

(v) The Registrar – Secretary

(vi) The Secretary, Faculty Councils for P.G. Studies – Joint Secretary

**2.3:** Under the overall supervision and guidance of the Vice-Chancellor, a joint meeting of the Board of Research Studies shall be held at least thrice a year to make policy decisions for planning, promoting, coordinating and monitoring research activities at the university. Each of the Board of Research Studies shall meet at least twice in a year to review the progress and execute the plans and programmes for realizing the objectives. The programme for organizing Course Work and related matters thereof shall be decided at such joint meetings of the Board of Research Studies.

**2.4** Without prejudice to the following regulations, Acts, Ordinances and Statutes, the respective Board of Research Studies shall discharge the following functions for smooth and effective implementation of the Ph.D. Programme of the University:

- (i) Review the progress of research activities of the research scholars at the university on the basis of reports submitted by the respective Ph.D. Committee at an interval of six months;
- (ii) Consider names of institutions or research organizations and recommend to the Executive Council for their recognition by the university;
- (iii) Consider the prayer for re-registration and make necessary recommendations;
- (iv) Consider reports of examination/adjudication and make suitable recommendations to the Vice-Chancellor in case of rejection of a thesis as mentioned herein under; and,
- (v) Deal with all such matters as may be referred to it by the Vice-Chancellor for advice and /or by the Ph.D. Committees for direction from time to time.

### **3. Ph. D. COMMITTEE**

**3.1** There shall be a Ph.D. Committee in each of the Post-graduate Departments of the university to implement the programme, which shall include:

- (i) The Vice-Chancellor-Chairman
- (ii) The Dean of the Faculty to which the Post-Graduate Department belongs – Vice-Chairman
- (iii) The Head of the concerned Post-Graduate Department
- (iv) Three teachers of the concerned department / concerned Faculty not below the rank of Associate Professor (to be decided by the concerned Departmental Committee)
- (v) Two experts, not below the rank of Professor of a university or institute of higher learning or scholar of eminence from outside the Vidyasagar University to be nominated by the Vice-Chancellor out of a panel of five experts recommended by the Departmental Committee.

**3.2** The Head of the Post-Graduate Department concerned shall act as the Secretary of the Ph.D. Committee. The Supervisor(s) concerned shall be invited to participate as invitee member(s) without voting right in connection with the supervision work of the scholar(s) concerned.

A Ph.D. Committee shall function for a term of four years from the date of its constitution. In case of any vacancy in the position(s) referred to in sub-clause (v) of Rule 3.1, the same procedure as specified here above shall be adopted to fill in the vacancy within a period of three months.

The presence of 50% of the members in a meeting of the Ph. D. Committee including at least one external expert but excluding the supervisor(s), invitee members, shall constitute the quorum.

Provided that the presence of external members in a meeting shall not be mandatory for consideration of routine matters like determination of number of available positions /seats in a year, scrutiny of application forms, organizing Entrance Test, finalization of panel including merit list, and preparation of list of paper setters, moderators and examiners for Entrance Test and Semester (end) Examinations.

- (ii) In absence of the Vice-Chancellor, the Dean of the Faculty concerned shall chair the meeting. In absence of both the Vice Chancellor and the Dean, the members shall select a Chairman not below the rank of a Professor from amongst themselves.
- (iii) The Ph. D. Committee shall meet at quarterly intervals in a year or more frequently, if necessary.

### **3.3 The functions of the Ph.D. Committee shall be:**

- (i) To recommend the number of seats available in the department for Ph.D. Programme under (a) University Research Scholarships/Fellowships, (b) without Fellowships in a year before the commencement of an academic session to the respective Board of Research Studies for publication of notification in the university website and in national dailies;
- (ii) To consider the applications for admission to the Ph.D. Programmes after proper scrutiny and prepare a list of eligible candidates and to organize the written Entrance Test and Interview thereafter for admission to the programme as announced at the time of determining the number of available positions for doing Ph.D. in a year;
- (iii) To decide the allocation of a Supervisor for a selected student in consideration of the proposed topic for research and the available specialization in a department concerned.
- (iv) To prepare a panel including merit list after the Entrance Test and Interview of the candidates and to recommend such names to the Registrar for admission into the programme;
- (v) To recommend the change of supervisor in case of death of the Supervisor or for other reasons, if it is satisfied that the change is necessary only on academic ground;
- (vi) To prepare and recommend a list of adjudicators for adjudication of the thesis to the Vice-Chancellor;
- (vii) To discharge such functions and responsibilities as may be entrusted to it by the Vice-Chancellor or the Board of Research Studies from time to time.
- (viii) To consider the applications of the college teachers affiliated to Vidyasagar University who are willing to act as supervisors. For consideration of such applications, the PhD committee must evaluate the previous research activities that will be supported by proven research publications.

## **4. ALLOCATION OF SUPERVISOR**

### **4.1 The Supervisor can be allocated from :**

- (i) Any regular Professor of Vidyasagar University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university with a Ph.D. degree and at least two research publications 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 Board of Research Studies, on recommendation of the concerned Ph. D. committee, may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

- (ii) Only a full time regular teacher of Vidyasagar University can act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Board of Research Studies

- (iii) The allocation of Research Supervisor for a selected research scholar shall be decided by the Ph.D. Committee 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 at the time of interview/*viva voce*.

- (iv) In case of topics which are of inter-disciplinary and / or specialized in 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/

Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

(v) A Research Supervisor/Co-supervisor who is a Professor or Associate Professor, at any given point of time, cannot guide more than 8 (eight) Ph.D. scholars. An Assistant Professor as Research Supervisor can guide up to a maximum of 4 (four) Ph.D. scholars.

The maximum limit of intake stated above includes the registered students of other university/institute (if any) under concerned supervisor.

(vi) In case of relocation of an Ph.D. 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.

(vii) A teacher of a college, affiliated to Vidyasagar University, may also act as a supervisor, if he/she fulfils the following criteria : (1) he / she must be a permanent teacher of the college, (2) he / she must have doctoral degree, (3) he / she must have at least three years experience in teaching as a permanent teacher, (4) continuous research activities for the last three years with proven publications (at least three publications in journal with peer review system or ISSN number, book with ISBN number, report, patent, etc.).

viii) A permanent teacher holding full time substantive position for at least 3 years of an affiliated college under Vidyasagar University may supervise not more than two scholars at a time. The matter will be decided by the concerned Ph. D. Committee and the Board of Research Studies.

(ix) After successful pre-submission seminar given by a candidate registered under a supervisor, one position for registration will be treated as vacant under the same supervisor.

**4.2** One who has enrolled himself / herself as a scholar for doing Ph.D. work at this university or elsewhere, shall not be eligible to act as a Supervisor.

**4.3** The allocation of Supervisor for a selected student shall be decided by the Ph.D. Committee in a meeting in consideration of the proposed topic for research vis-à-vis the available specialization among the eligible faculties.

**4.4** While deciding the allocation of the Supervisor for a candidate, due emphasis shall be given to the research interests and preferences as indicated during interview by the candidate.

## **5. ELIGIBILITY FOR ADMISSION**

**5.1** An application for admission to the Ph.D. Programme of the university shall be made to the Registrar within the stipulated date in the prescribed form along with two copies of photographs and self attested copies of testimonials of the candidate.

**5.2** A person who has obtained Master's Degree or a degree deemed equivalent from any university or institution recognized by this university or such other degree as may be considered sufficient for this purpose shall also be eligible for admission, if obtained at least 55% (General Category), or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed), 50% (for SC, ST, OBC-A, OBC-B, Differently able Categories) marks or its equivalent grade

Provided that –

- (i) a candidate who has completed at least a total of 5 years in UG and PG study in a recognized institution or university;
- (ii) the candidate is not currently admitted as a student in any full-time course of studies or registered for doing Ph.D. in any university;
- (iii) a candidate who has regular M.Phil./ M.Tech./ or a degree deemed to be equivalent by the Board of Research Studies (on the recommendation of the Ph.D. Committee concerned) shall be exempted from appearing at the Written Admission Test for this purpose and will have to appear only at an interview to be conducted by the Ph.D. Committee;
- (iv) Candidates qualified at the NET / GATE / SET / UGC (JRF) / CSIR (JRF) or any other examinations that considered equivalent by the BRS shall also be exempted from appearing at the Written Admission Test and will have to appear at an interview.
- (v) In all other cases, the candidates will have to appear at the Written Admission Test and if qualified, have to appear at an interview to be conducted by the respective Ph.D. Committee. Provided that the candidates obtaining 50% marks at the Written Admission Test shall be eligible to appear at the interview.
- (vi) Final semester PG students are eligible to apply for the Ph.D Programme provided that they fulfill the above requirements during admission.

**5.3** The Written Admission Test shall be conducted for 100 marks. The syllabus of the Entrance Test shall consist of 20% of research methodology and 80% shall be subject specific. The Interview shall be held for 50 marks and the merit list shall be prepared taking into consideration only the scores at the interview.

**5.4** During interview / viva-voce the candidates are required to discuss their research interest/area before the departmental Ph. D. Committee. The committee shall consider whether a) the candidate possesses the competence for the proposed research, b) the research work can be suitably undertaken at the Institution and c) the proposed area of research can contribute to new/additional knowledge

**5.5** The reservation policy of the Government with regard to admission into Post-graduate Courses shall be followed in admitting the students into Ph.D. Programmes.

**5.6** Those candidates who qualify at the Admission Test and or Interview (as the case may be) shall be eligible for admission against available seats / positions within one year from the date of publication of the Merit List after which the validity of the merit list shall be deemed to have expired.

**5.7** The Written Admission Test will be conducted by the respective departments following the academic calendar (see **5.12**). The information for PhD admission will be available from the office of the respective Departments or the University website.

**5.8** The result of the Written Admission Test shall remain valid for two years and the qualified candidates shall be required to appear at the interview only, if they desire admission.

**5.9** In case of any dispute relating to the conduct of Admission Test, Interview and publication of merit list thereof, the decisions of the Vice-Chancellor shall be final and binding on all concerned.



**5.10** Candidates who have cleared the M.Phil. course work 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) and successfully completing the M. Phil. Degree shall be eligible to proceed to do research work leading to the Ph. D. Degree in the same Institution in an integrated programme. 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- A / OBC-B /differently-able person..

**5.11** A person whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. programme of the same Institution.

### **5.12 Academic Calendar**

Every department should arrange for the admission of the Research Scholars once a year (1<sup>st</sup> session as shown in the table below). Especially for funded research (like, Rajib Gandhi Fellowship, Moulana Azad Fellowship, INSPIRE Fellowship etc) the Departments may arrange an admission for 2<sup>nd</sup> time in the same year. The admission for special cases stated above should be held in the second session as shown in the table below. The academic calendar for the admission of Research Scholars is given below.

<b>Items</b>	<b>1<sup>st</sup> session</b>	<b>2<sup>nd</sup> Session</b>
Advertisement	April 3 <sup>rd</sup> week	October 3 <sup>rd</sup> week
Last Date of Application	May 3 <sup>rd</sup> week	November 3 <sup>rd</sup> week
Publication of Eligible Applicants List	May 4 <sup>th</sup> week	November 3 <sup>rd</sup> week - December 1 <sup>st</sup> week
Entrance Test and Merit List for Interview	June 3 <sup>rd</sup> week – July 4 <sup>th</sup> week	December 3 <sup>rd</sup> - 4 <sup>th</sup> week
Interview and publication final merit list	July 1 <sup>st</sup> week - August 1 <sup>st</sup> week	January 1 <sup>st</sup> - 2 <sup>nd</sup> week
Admission , Submission of Ph.D. proposal , Pre-registration seminar, commencement of course work	July 2 <sup>nd</sup> week - September 1 <sup>st</sup> week	January 3 <sup>rd</sup> – 4 <sup>th</sup> week

**5.13** Candidates selected for the Ph.D. Programme shall be required to pay a non-refundable Admission Fee as decided by the university authorities. The admitted students will be eligible for attending the Ph.D. Course Work (see Regulation 8)

### **6.0 Duration of the Programme:**

- i. Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years. The candidates can apply for early submission (before three years after registration) to the Vice-Chancellor, if required, through the Supervisor(s).
- ii. Extension beyond the above limits will be governed by the BRS / Vice-Chancellor. The scholar may apply for the extension through the supervisor with reasons.

- iii. The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil and two years for Ph.D. 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/Ph.D. for up to 240 days.

## 7. REGISTRATION

7.1 The selected candidate shall apply to the Registrar in the prescribed proforma.

- (i) Every such application must include (a) bio-data of the candidate along with supporting documents and (b) After application for registration each scholar will get one 'Enrolment Certificate' and after submission of the proposal (Plan of work) consisting of around 1000 words within one year, he /she will get the Provisional Registration Certificate, (c) consent of the supervisor is must for the PhD proposal.
- (ii) All candidates will have to give an undertaking in the QUERY FORM answering the following:  
QUERY FORM:

1.

- a) Was the applicant registered earlier for Ph.D. programme in Vidyasagar University?

Yes /No

- b) If yes, provide the details of the registration

Date of Registration:

Title:

Supervisor:

- 2. a) Was the applicant registered for Ph.D. program in any other University / Institution?

Yes /No

- b) If yes, provide the details of that registration

Date of Registration:

Title:

Supervisor:

University / Institute:

- c) What is the status of the Ph.D. research?

.....  
.....  
.....

I hereby declare that the above statements are true.

.....

Signature

- (iii) Each application submitted to the Registrar shall be sent to the Secretary of the Ph.D. Committee within ten days by the Registrar for consideration of the Ph.D. Committee and for organizing a seminar for approval of the plan of work;

- (iv) All applications in connection with Ph.D. should be placed before the Ph.D. Committee within two months from the date of receipt by the Secretary, Ph.D. Committee.

- (v) A candidate shall deliver one lecture on his / her Ph. D. proposal in a Seminar within three months from the date of submission of application for registration before the members of the Ph.D. Committee and other faculty members of the department (s) concerned to benefit himself / herself from the collective wisdom. The participants of such seminar may give suggestions to the candidate. The candidate may incorporate the suggestions in his/her Ph. D. proposal and a revised proposal may be submitted to the Secretary, Ph.D. Committee. The scholar shall not be required to deliver the seminar again, but will have to produce a certificate from the supervisor for submission to the Registrar through the Secretary of the Ph.D. Committee, stating that necessary suggestions have been included in the revised proposal. The Secretary of the Ph.D. Committee shall submit a report to the Registrar informing the decision of the Ph.D. Committee on the proposal (plan of work) within one month from the date of the seminar. The presence of supervisor at the seminar is compulsory.
- (vi) The Registrar shall issue a Certificate of Provisional Registration within 30 days from the date of receiving the recommendation of the Ph. D. Committee. The Registration shall remain valid initially for a period of six years from the date of Pre- Registration seminar.

If the candidate fails to complete the work within the initial period of registration, the period may be extended on recommendation of the Ph.D. Committee by a period of one year on payment of a fee of Rs.2,000/- (Rupees two thousand) only and on request of the candidate duly forwarded by the supervisor. If the candidate fails to complete the work within the extended period, he/she may, however, apply for re-registration. Completion of work means submission of the thesis.

**7.2** The Ph.D Registration of any candidate may be cancelled on the expiry of the registration period or if the Ph.D. Committee is of the opinion as per the report of the Supervisor that the candidate's progress is not satisfactory.

**7.3** The candidate shall work under the guidance of the Supervisor(s) and shall submit the progress report on his / her research to the Supervisor(s) at an interval of every six months and the copy of the same to be submitted to the office of the Registrar forwarded by the concerned Supervisor(s).

**7.4** The Ph. D. Cell of the Registrar department shall maintain the list of all the Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration

## **8. ATTENDANCE OF FULL-TIME Ph.D. SCHOLARS**

A scholar who enjoys research fellowship shall be treated as full-time scholar and must attend the department concerned on all working days unless his / her absence is justified for reasons of research and other exigencies and duly permitted by his / her supervisor(s) to that effect.

## **9. COURSE WORK**

**9.1** All Research scholars must successfully complete a "Semester System Course Work" (comprising 16 credits) consisting of 4 courses (Course I, II, III & IV) of 4 credits each within a period of two years from the date of provisional registration, as a part of the Ph.D. Programme.

**9.2** The student in consultation with the Research Supervisor can opt for either Credit or Audit of the course work, he / she attends in any Department of the University. The students must

complete Credit of 3 such courses (Course I, II & III). The students should credit at least two courses from the above mentioned courses of 4 credits each from the Department concerned, and he/she will have wide ranging choice for the 3<sup>rd</sup> course to opt for Choice Based Credit System (CBCS) from any Department / Center of the University.

- 9.3** Each Department or centre (or Group of departments) shall prepare the syllabus of the courses of I, II and III (in which advanced topic of the subject, general research methodology research methodology which could cover areas such as quantitative methods, computer applications, research ethics,, research methodology related to the subject may be included). The syllabus for the courses, I to III, should be given in the university website. An individual faculty member may offer a course in a semester with prior approval of the departmental committee. The information of such course timings and other details will be available from the office of the concerned department and/or the university website.
- 9.4** Course IV will consist of special topics related to the Core Areas of Research = 50 marks (04 Credits). This course may include review of literature / investigation / seminar / collection and analysis of data relevant to the area of research on the recommendation of the supervisor(s) concerned. The performance of the course IV will be evaluated by the departmental committee on the basis of the recommendation of supervisor.
- 9.5** The Course Work for Course- I,II & III will be organized by the respective departmental committee. After the completion of the Course Work, examinations will be conducted by the Controller of Examinations with necessary and active assistance from the departmental committee. The departmental committees are authorized to take all necessary steps relating to paper setting, moderation, evaluation, and tabulation of results in their respective areas pertaining to the Course Work. However, the preparation of schedules for examination, holding of examinations and the publication of results thereof will be decided by the Controller of Examinations in consultation with the departmental committees.
- 9.6** The Joint-Secretary of the Board of Research Studies (Secretary, Faculty Councils for Post Graduate Studies) will act as the link between the Controller of Examinations on the one hand and the Board of Research Studies and the Departmental Committees on the other hand in respect of matters included in Regulation 8.5.
- 9.7** The Cumulative Grade Point Average (CGPA) system will be followed for evaluation of performance of any student.

Performance: Letter Grade	Grade Point Value per Credit	Corresponding Range of Numerical Marks in percentage
Excellent: A	10	85-100%
Very Good: B	8	75% - below 85%
Good: C	6	65% - below 75%
Satisfactory: D	4	55% - below 65%
Unsatisfactory: F	2	Below 55%

Letter Grade “D” is the minimum qualifying grade

Grade “F” means fails to qualify

- 9.8** After successful completion of course work (16 credits), the Controller of Examinations will issue mark sheets and the Registrar will issue a certificate to the research scholar confirming his/her registration for Ph.D. Programme.
- 9.9** A candidate can complete the Course Work in other recognized university or institute. However, the completion of the Course Work will be accepted after evaluating the equivalence of the courses offered by those universities / institutes by the BRS or an equivalent committee constituted by BRS.
- 9.10** Fees for the course work (the amount of fees decided by the University authority) will be paid by the student.
- 9.11** Candidates already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. in integrated course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

## **10 Research Advisory Committee (RAC)**

There shall be a Research Advisory Committee for each Ph.D. scholar. The composition of the RAC shall be as follows:

- a) Research Supervisor of the scholar
- b) Secretary of the Ph. D. committee and one member of the Ph. D. committee
- c) Two subject experts in the concerned / allied field of research of the candidate

The Research Supervisor of the scholar shall be the Convener of this Committee.

This Committee shall have the following responsibilities:

- i. To review the research proposal and finalize the topic of research;
- ii. To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
- iii. To periodically review and assist in the progress of the research work of the research scholar.

**10.1** A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution/College with a copy to the research scholar.

**10.2** In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Institution/College with specific reasons for cancellation of the registration of the research scholar.

## **11. PRE-SUBMISSION SEMINAR**

- 11.1** A Research Scholar shall deliver one lecture on his / her Ph.D. work in a seminar before the members of the Ph. D. Committee and other faculty members of the department(s) concerned prior to the submission of the thesis. The application submitted by the candidate to the Registrar for pre-submission seminar must include ten copies of the synopsis on the work, i.e., the summary of work comprising of around 5000 words.
- 11.2** On receipt of such an application from the candidate, duly forwarded by the supervisor, the Registrar shall forward the application to the Secretary, Ph.D. Committee immediately who shall arrange the pre-submission seminar within one month from the date of receipt of application from the Registrar.
- 11.3** The participants of such seminar may give suggestions to the candidate. The candidate may incorporate such suggestions in his/her Ph.D. thesis. The candidate shall submit a report on the proposals of inclusion of such suggestions to the Secretary, Ph.D. Committee through the supervisor concerned. If the candidate disagrees to incorporate such suggestions, he/she will have to explain his / her points to the supervisor whose considered views shall be binding on the candidate and the matter shall be reported to the Secretary, Ph. D. Committee for record.
- 11.4** The Secretary, Ph. D. Committee shall send the report of the pre-submission seminar within 15 days to the Registrar who shall issue a certificate within a fortnight on the pre-submission seminar, if approved. The presence of at least one external member and supervisor is compulsory in the pre-submission seminar.
- 11.5** The pre-submission seminar cannot be permitted before one and half years from the date of registration.

## **12. CHANGE OF TITLE OF THE THESIS**

If the candidate thinks it necessary to change the title of the thesis in view of the new dimensions of the work, either on his own or at the suggestion of the Ph. D. Committee, he/she may apply to the Registrar before the presentation of the pre-submission seminar, along with the supervisor's approval. The Ph.D. Committee may permit such a change, provided that no scholar be entitled to change the title of the work (registered title) without written permission from the Registrar.

## **13. SUBMISSION OF THE THESIS**

- 13.1** On receipt of the permission from the Registrar after Pre-submission seminar, the candidate shall submit his/her thesis for adjudication within a period of one year from the date of pre-submission seminar. Before submission of his/her thesis the candidate shall apply to the Registrar together with (a) Supervisor's certificate, wherever applicable and (b) the letter containing the permission. The Registrar shall give permission within seven days, if the candidate complies with the Ph. D. Regulations.
- 13.2** The candidate shall submit five copies of the thesis (with two soft copies before the viva-voce in MS Word/Latex), six copies in case of joint supervision, together with six copies of synopsis. The Supervisor's certificate has to be submitted with the thesis. The scholar shall submit the synopsis (6 copies) consisting of 250-300 words on the summary and findings of the work and stating how the work contributes to the general advancement of knowledge.
- 13.3** The thesis shall be in typed or printed form and bound with a cover page inscribing only the title of the thesis, the name of the Researcher, Department, University and the year of submission.

**13.4** The candidate shall tender the prescribed submission fee as decided by the University authorities at the time of submission of the thesis.

**13.5** The candidate shall not be allowed to submit the thesis earlier than three years from the date of registration.

**13.6** The candidate cannot submit any work as his thesis for which a Degree / Diploma / other academic award has been conferred on him / her by this University or any other University or Institute. The candidate must make a declaration to this effect in his/her thesis.

**13.7** The Registrar shall communicate with the adjudicators for their consent within fifteen (15) days after receiving their name. The Registrar shall dispatch the thesis to the adjudicators within fifteen (15) days from the date of receiving the consent of the adjudicators. It shall be the responsibility of the Registrar to keep the names and addresses of the adjudicators confidential.

**13.8** Ph.D. scholars must publish at least one (1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

**13.9** While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

**13.10** The thesis shall be an original contribution to knowledge and must therefore bear evidence that the scholar has carried out individual investigations in her / his chosen field.

**13.11** The University shall have the liberty to revoke any Ph.D. degree conferred duly, if subsequently charged with plagiarism.

**13.12** At the time of submission of thesis, the Ph.D. scholar will give his / her written consent for uploading the thesis on the website of Vidyasagar University / UGC / AIU etc. after the receipt of Ph.D. degree.

(i) In case of electronic communication – initially 15 days will be given for receiving consent from the adjudicators; after that period a reminder will be issued; after one week from issuing reminder, if response is not received, the adjudicators will be changed.

(ii) in case of postal communication – initially one month will be given for receiving consent from the adjudicators; reminder will be given on the 3<sup>rd</sup> week; if there is no response by the 6<sup>th</sup> week, the adjudicators will be changed.

(iii) The lists of research scholars who obtained Ph.D. degree provisionally will be uploaded on university website quarterly and the lists will be sent to the UGC & AIU for information.

**13.13** The Guidelines as prescribed by Modern Language Association be followed during the preparation of Ph.D. thesis.

**13.14** The size of the Ph.D. thesis and Font size will be as follows :

Size – A4, Font size – 12, Font – Times New Roman, Line spacing – 2.0

#### **14. LANGUAGE OF THE THESIS**

The thesis should generally be written in English, except language subjects other than English. If any candidate desires to submit thesis in any other language, he / she should take prior approval from the Vice-Chancellor. The Ph.D thesis written in language other than English should have copies of synopsis or abstract in English. However, the candidate may submit copies of synopsis or abstract of thesis written in any one additional nationally recognized / International language.

## **15. ADJUDICATORS**

**15.1** For the purpose of adjudicating the thesis, a panel of adjudicators (not below the rank of Associate Professor) prepared by the Supervisor(s) shall be considered and recommended by the Ph.D. Committee which shall consist of:

- (i) The supervisor(s) as specified in Regulation 4.1.
- ii) Six names, two from West Bengal, two from inside India (outside West Bengal) and two from abroad.

**15.2** The panel shall be prepared at the same meeting of the Ph.D. Committee in which the pre-submission seminar is organized.

**15.3** The Adjudicators shall be finally selected by the Vice-Chancellor and shall comprise the Supervisor/Supervisors, one examiner from outside the university and another from outside the State. It shall be up to the Vice-Chancellor to have one examiner from outside the country on grounds of academic reasons.

**15.4** Electronic media (computer, internet etc) shall be used for communication with the adjudicators, experts and candidates by the Registrar's Office in order to expedite the process of adjudication for which the scholar may be asked to reimburse the actual expenses, if necessary.

## **16. ADJUDICATION REPORT**

**16.1** An adjudicator on evaluation of the thesis shall furnish a report confidentially to the Registrar stating therein *inter-alia*, the following:

- (i) Whether the award of the Ph.D. degree to the candidate is recommended, and whether the thesis is fit for publication by the candidate in the form in which it was presented or with modification(s), if any or whether the thesis is considered to be of outstanding merit so that it would be advisable for the university to get it published at its own cost, provided the candidate agrees or;
- (ii) Whether the thesis though not acceptable in the present form for the award of the Ph.D. degree is likely to be acceptable after revision along with the lines as indicated in the report or;
- (iii) Whether the thesis is lacking in merit so as to render it liable to be rejected.

**16.2** If the thesis is revised in the light of the recommendations of the adjudicators, the adjudicators concerned shall thereafter furnish report either of the type mentioned in clause (i) or the type mentioned in clause (iii) of Regulation 14.1.

**16.3** If the thesis is adjudicated by more than one internal adjudicators, a joint report is to be submitted by them.

**16.4** The office shall make necessary efforts to dispatch thesis for adjudication within two months from the date of receipt of the thesis. However, awarding of the degree / completion of evaluation should be ensured within six months from the date of submission of the thesis.

**16.5** The adjudicator will submit the report within two months from the date of receipt of the thesis.

## **17. APPRAISAL OF THE ADJUDICATION REPORT**

**17.1** The adjudication reports shall be placed before the Vice-Chancellor immediately. If all the reports fulfill the conditions mentioned in Regulation 14.1 (i), the Registrar shall fix up a date for viva-voce in consultation with the Supervisor(s).

**17.2** In the event of two of the examiners recommending the award of the degree and the third recommending rejection of the thesis, the thesis shall be referred to a fourth examiner selected by the Vice-Chancellor from the original panel of examiners. The fourth examiner so appointed



shall not be informed of the recommendations of the other three examiners. The recommendation of the fourth examiner shall be final.

**17.3** In case of any ambiguity in the said reports, the entire matter be placed before the Board of Research Studies for appropriate decision within a period of two months.

**17.4** If two of the examiners, other than the Supervisor(s), recommend the rejection of the thesis, the thesis shall be rejected by the Vice-Chancellor and the Supervisor(s) be informed accordingly.

**17.5** If the thesis of the candidate is rejected, the registration of the candidate shall stand *ip so facto* cancelled.

## **18. VIVA-VOCE**

**18.1** If the adjudicators recommend the thesis for the award of the degree as specified in Regulations here above, the candidate shall be asked to appear for the viva-voce, which shall be openly defended by the candidate. The *viva-voce* examination shall be open to be attended by Members of the Ph. D. Committee, all faculty members of the Department, other research scholars and other interested experts/ researchers.

**18.2** The Supervisor (s) and the expert preferably out of the panel prepared under Regulation 13.1 shall be appointed by the Vice-Chancellor to act as Oral Examiners at the open viva-Voce. In case of non-availability of an expert for viva-voce from the panel, the Vice-Chancellor shall nominate an expert from a panel of three experts suggested by the Supervisor.

**18.3** Viva-Voce examination for Ph.D. may be held normally at the university with information to the Secretary, Ph.D. committee concerned.

**18.4** If the oral examiners are satisfied with the performance of the candidate at the viva-voce and submit a written report to that effect, the Vice-Chancellor shall recommend the award of the Degree to the candidate in the next Convocation and shall report to the Executive Council about the award of such degree. A Provisional Certificate shall be issued to the candidate to that effect within seven days after the viva-Voce examination. In the provisional certificate the university shall also certify that the Degree has been awarded in accordance with the provisions of the Regulation, 2016 of the UGC. This declaration shall also be incorporated in the Degree (final certificate) in an appropriate manner.

**18.5** If the candidate fails to satisfy the examiners in the open viva-voce, he/she shall be given two more chances to defend his / her thesis within one year from the date of such meeting. If the candidate fails to satisfy both the viva examiners on all the occasions, his/her thesis shall be rejected and his/her registration shall stand cancelled. In an eventuality that the thesis is rejected at the viva-voce finally, the examiners shall give specific reasons in writing on the basis of which the examiner(s) recommends rejection of the thesis provided (i) that the viva-voce examination has been conducted by the same examiners again unless his / her services were not available (ii) that in case of rejection as above, the matter be reported to the Board of Research Studies to recommend further action in the matter on the merit of the case.

**18.6** In the event of a scholar proceeding /staying abroad after the submission of his/her thesis, a competent expert in the field abroad may be appointed by the Vice-Chancellor as a special case on the recommendation of the Supervisor(s) from a panel of three foreign experts submitted by the Supervisor(s), if video conferencing is not possible. The scholar shall have to pay an additional fee as decided by the university authorities each time, if he / she is directed to appear again at the viva-voce examination after the original one.

## **19. RESUBMISSION**

**19.1** If a candidate is required to re-submit the thesis vide Regulation 15.2, the candidate may submit the revised thesis after a period of three months but not later than one year from the date of communication issued by the Registrar on payment of prescribed fee as decided by the University authorities.

**19.2** If the candidate fails to resubmit the thesis within one year as stated above, his / her registration shall be cancelled.

## **20. AWARD OF THE DEGREE**

(i) The Degree of Ph.D. will be awarded from the date on which Hon'ble Vice-Chancellor approves the degree after viva-voce of Ph.D.

(ii) The award of the Ph.D. Degree shall be given at the Convocation of the university, which is a meeting of the Court, if all the procedures as stated hereinbefore are fulfilled.

## **21. PRESERVATION OF THE THESIS**

**21.1** After the degree of Ph.D. is awarded, a soft copy of the thesis shall be submitted to the UGC within 30 days for hosting the same in INFLIBNET.

**21.2** The thesis may also be preserved in the following manner:

(i) One copy at the Central Library, both hard copy and in electronic form.

(ii) One copy at the Departmental Library, and if there is no Departmental Library, with the Ph.D. Section of the university.

## **22. INTERPRETATION / MODIFICATION OF RULES**

The powers of interpretation and modification of the Regulations here above are vested in the Executive Council of the University. Provided that any of the powers mentioned above (excluding those relating to modifications or changes in Rules) may be delegated to the Vice-Chancellor by a specific resolution of the Executive Council and subsequent notification and inclusion in CSR Notification to give effect to the changes.

## **23. Academic, administrative and infrastructure requirement to be fulfilled by colleges for getting recognition for offering Ph.D. programmes:**

**23.1** Colleges may be considered eligible to offer Ph .D programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these Regulations.

**23.2** Post-graduate departments of colleges, Research laboratories of Government of India/State Government with at least two Ph.D. qualified teachers/scientists/other academic staff in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these Regulations, stipulated under sub-clause 10.3, shall be considered eligible to offer M. Phil./Ph.D. programmes. Colleges should additionally have the necessary recognition by the Institution under which they operate to offer M. Phil/Ph.D. programme.

23.3 Colleges with adequate facilities for research as mentioned below alone shall offer M. Phil./ Ph. D. programmes:

23.3.1 In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;

23.3.2 Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/ library for reading, writing and storing study and research materials.

The facilities provided by the college for the above purpose may be considered by the university after proper verification by the expert committee duly constituted by the university.

24. Treatment of Ph.D / M.Phil. through Distance Mode/Part-time:

24.1 The University shall not conduct M.Phil. and Ph.D. Programmes through distance education mode.

24.2 The university will allow Part-time Ph. D. provided all the conditions mentioned in the extant Ph. D. Regulations are met.



Office of the Registrar  
**VIDYASAGAR UNIVERSITY**

Midnapore - 721 102.

Dated : 03.09.2019.

NOTIFICATION

Amendment in the Ph.D. Regulations, 2016 of Vidyasagar University vide Clause 7.3.

This is to notify for general information that as approved by the Hon'ble Vice-Chancellor, the following amendment has been made in the Ph.D. Regulations, 2016 of Vidyasagar University vide Clause 7.3 regarding the tenure for submission of the progress report by the Research Scholars. Other portions of the said Clause will remain unchanged.

Amendment in Clause 7.3 : " *The Progress Report of the research work should be submitted to the Supervisor(s) by the Research Scholar(s) at an interval of Three Months (Quarterly).* "

In terms of the aforesaid amendment made by the University, all the Research Scholars of Vidyasagar University are hereby requested to submit their progress report of the research work quarterly to their respective guide/Supervisor(s) as per the revised format attached herewith, prescribed by the University for this purpose and the copy of the same to be submitted to the office of the undersigned forwarded by the concerned Supervisors as per the said provision of Ph.D. Regulations and countersigned by the Dean of the faculty concerned as per the prescribed format.

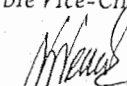
This Notification is issued with the approval of the competent authority.

Sd/-  
Registrar

Memo No. : VU/R/Noti./C0394 /2019 dated 03.09.2019.

Copy forwarded for information and necessary action to :

- (1) the Deans of the faculty concerned.
- (2) the Head of all academic departments.
- (3) the Secretary, Ph.D. Committee of all academic departments.
- (4) the Director of all Centres pursuing the Ph.D. Programme.
- (5) the Principal/ Teachers-in-Charge of affiliated colleges who have run the Research Centres.
- (6) Information Scientist for uploading the notification on the University website.
- (7) the Office Supdt., Registrar's office.
- (8) the Secretary to the Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor.
- (9) the Ph.D. Cell.

  
Registrar 03/09/19

QUARTERLY PROGRESS REPORT OF THE RESEARCH SCHOLAR

To  
 The Registrar  
 Vidyasagar University,  
 Midnapore – 721 102,  
 West Bengal, India

Sub: Progress report for the Ph.D. Programme in .....  
 For the period from ..... to .....

Sir,

I submit herewith the progress report of my Ph.D. research work for your kind information.

1. Name of Research Scholar : .....
2. Name of Supervisor(s) : .....
3. Date of Registration for Ph.D. Degree : .....
4. Title of Research Work .....
5. Details in respect of Research work carried out during the above mentioned period:  
 .....

Yours Sincerely,

Signature of the Research Scholar

Comments of the Supervisor (s) and Dean of the Faculty
<p>1. General intelligence &amp; keenness to learn:                      Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/></p> <p>2. Initiative, Drive and Resourcefulness:                      Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/></p> <p>3. Quality of Research Work:                      Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/></p> <p>4. Willingness to shoulder additional responsibility and put in extra efforts:                      Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/></p> <p>5. Punctuality in attendance:                      Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/></p> <p>6. Amenability to discipline:                      Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/></p> <p>7. Relations with colleagues and teachers (willingness to co-operate and collaborate):                      Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/></p> <p>8. Overall Grading:                      Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/></p> <p>Any other comment of the Supervisor(s):</p> <p>.....</p> <p align="center">Signature of the Supervisor (s)</p> <p>.....</p> <p align="center">Counter signed by the Dean of the concerned Faculty</p>

Decision of Board of Research Studies (BRS) or Chairman of BRS
<p>Stipend to be continued: Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Comments, if any:</p> <p align="center"><i>Signature</i></p>