



**GOVERNOR'S SECRETARIAT, BIHAR**  
RAJ BHAVAN, PATNA-800022

Speed Post/E-mail

Letter No. BU(Regulation)-63/2014

/GS(I),

Dated-

From,

R.V.S. Parmar  
Law Officer

To,

The Vice Chancellor  
B.R.A. Bihar University  
Muzaffarpur.

Sub: - Request for assent on Admission Ordinance and Regulations of M.Phil. Course in regular mode of BRA Bihar University, Muzaffarpur.

Sir,

With reference to University's letter No. B/Senate/296, dated 17.7.2017 on the subject noted above, I am directed to say that the Advisory Committee considered the proposed draft Admission Ordinance and Regulations of M.Phil. Course in regular mode of BRA Bihar University, Muzaffarpur. The Advisory Committee is of the opinion that the M.Phil. Course in regular mode under BRA Bihar University, Muzaffarpur may be allowed with certain conditions regarding minimum standards and procedure for the award of M.Phil degree within the jurisdiction of the University. Accordingly the Committee has made required changes in the draft Ordinance and Regulations.

Hon'ble Chancellor after due consideration of the proposal of the University, advice of the Advisory Committee and in exercise of the powers vested in him under Section 38(4) and 39(2) (ii) of the Bihar State Universities Act, 1976, as amended up to date, has been pleased to approve the amended Admission Ordinance and Regulations of M.Phil. Course in regular mode of BRA Bihar University, Muzaffarpur for its implementation in the University from the current academic session.

Further necessary action may kindly be taken accordingly.

Yours faithfully,

Sd/-

(R.V.S. Parmar)  
Law Officer

Encl- As above.

Memo No BU(Regulation)-63/2014 /GS(I),

Dated-

Copy alongwith copy of approved Admission Ordinance and Regulations of M.Phil. Course in regular mode of BRA Bihar University, Muzaffarpur forwarded to Principal Secretary, Education Department, Bihar, Patna for information and necessary action.

Sd/-

Law Officer

Memo No BU(Regulation)-63/2014 /GS(I), 2685/GSU Dated-

21-09-2017

Copy alongwith copy of approved Admission Ordinance and Regulations of M.Phil. Course in regular mode of BRA Bihar University, Muzaffarpur forwarded to Shri Bijay Kumar, Technical Director-Cum-I/C Computer Cell, Raj Bhawan Bihar, Patna for uploading on the website of Raj Bhawan, Patna/ Guard File for information.

*[Signature]*  
21.08.17  
Law Officer



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**Labasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur**

**Minimum Standards and Procedure for Award of M.Phil., Degree Regulations, 2017.**

1. **Preamble :**

M.Phil. regulations are in conformity with the U.G.C. Notification dated 5<sup>th</sup> May 2016 (F. 1-2/2009(EC/PS) Vol. II) published in the Gazette of India Extraordinary, Part-III, Section-4, dated July 5, 2016.

2. **Short Title, Application and Commencement :**

These regulations may be called "Ordinance and Regulation for M.Phil Degree" and shall be applicable to the faculties of Humanities, Social Sciences, Science, Commerce, Management and Education under B.R.A. Bihar University, Muzaffarpur. These regulations shall come into force with ~~immediate effect~~ *from the date of approval of the competent authority.*

3. **Eligibility Criteria for Admission to the M.Phil. Programme**

3.1 Candidates for admission to the M.Phil. programme shall have Master's degree or a professional degree declared equivalent to the Master's degree by the statutory body of the University, with at least 55% Marks in aggregate or its equivalent grade-'B' in the UGC-7 point scale (or and equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational institution accredited by an Assessment and Accreditation Agency, which is approved, recognized and authorized by and authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring, accrediting or assuring quality and standards of educational institutions.

3.2 A relaxation of 5% marks from 51% to 50% or an equivalent relaxation of grade may be allowed for those belonging to SC/ST/OBC (Non-Creamy layer)/ Differently-Abled and other categories of candidates as per the decision of the UGC/State Govt. from time to time.

4. **Duration of the Programme :**

4.1 M.Phil. programme shall be for as minimum duration of Two (2) consecutive semesters/one year and a maximum of four (4) consecutive semesters/two years.

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

5. **Procedure for admission to M.Phil Programme :**

5.1 The University shall admit students to the M.Phil. programme through an Entrance Test, Pre-M.Phil. Admission Test (PMAT), to be conducted by the University once ka year. The University shall follow the reservation policy of the State Government. Those students who qualify UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/teacher fellowship holder would be exempted from Entrance Test. Such students shall be allowed to appear for interview/viva voce to be conducted before the admission.

5.2 The University shall decide through its statutory Admission Committee, on the basis of information received from the Department concerned every year, a pre-determined and manageable number of M.Phil. scholars to be admitted

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- depending on the number of available Research Supervisors strictly in accordance with the ceiling determined by the UGC Regulations 2016.
- 5.3 The university shall notify about the Entrance test well in advance on its website and through advertisement in at least two leading newspapers in which at least one shall be in Hindi.
- 4.4 The Entrance Test shall qualifying marks as 50%. The syllabus of the Entrance test shall consist of 50% of research methodology and 50% shall be subject specific. The questions shall be of objective type.
- 5.5 After qualifying the entrance test (PMAT), the candidates would be required to submit dully filled-up admission form with requisite fee at the concerned department, thereafter the candidate would be required to appear for interview/viva-voce to be organized at the University Department concerned, when the candidate shall be required to discuss his/her research interest/ area through a presentation before a duly constituted Department Research Committee (D.R.C.).
- 5.6 The interview/viva voce shall also consider the following aspects, whether
- i) The candidates possesses the competence for the proposed research work;
  - ii) The research work can be suitably undertaken at the University;
  - iii) The proposed area of research can contribute to new /additional knowledge.
- 5.7 Admission shall be made on the pre-determined number of seats only on the basis of the PMAT and interview/viva voce.
- 5.8 The University shall be maintain a list of all M.Phil. students, which shall include the name of the registered candidate, topic of his/her research, name of supervisor, date of / enrolment /registration. It shall be displayed on its website on year-wise basis.

6. **Allocation of Research Supervisor:**

- 6.1 Any regular Professor of the University with at least five research Publications in refereed journals and regular Associate/Assistant Professor of the University with a Ph.D. degree and at least two research publications in refereed journals shall be recognized as Research Supervisor for M.Phil. degree. The maximum number of M.Phil. scholars to be registered under Assistant Professor, Associate Professor and Professor shall be 1 (One), 2(Two) and 3 (Three) respectively. No honorarium/remuneration/payment shall be admissible to Research supervisor for Supervising M.Phil. Scholar provided that in areas/disciplines where there is no or only a limited number of refereed journals, P.G.R.C. may relax the above condition for recognition of a person as Research supervisor with reasons recorded in writing.

Only a full time regular of the University Department and its constituent colleges 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 University and its constituent colleges with the approval of Post Graduate Research Council.

The allocation of Research supervisor for a selected research scholar shall be decided by the Departmental Research Committee concerned depending on the number of scholars per supervisor, the available specialization among the supervisors and research interests of the scholars as indicated by them at the time of interview/viva voce.

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6.4

In case of topics which are of inter-disciplinary nature where the department concerned feels that the expertise in the department has to be supplemented from outside, the department may appoint a research supervisor from the department itself, who shall be known as the Research Supervisor, and Co-Supervisor from outside the Department /faculty on such terms and conditions as may be specified and agreed upon by the consenting department.

## 7. Course work:

7.1

After being admitted to the M.Phil. Programme, the candidate shall be required to undertake course work of six-month in the First Semester. The syllabus for the course work shall consist of three papers of four credits each. Each theory paper having five units is to be covered in approximately 40 instructional hours. The first shall be on Research Methodology covering areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field as also training, field work etc, if required. The second paper shall cover advanced level courses in the concerned subject. It shall be of general nature. The third paper shall have alternative optional. The candidate shall choose any one of the courses offered by the department and indicated in the syllabus. The students shall also have to submit a dissertation in partial fulfillment of the degree.

7.2

Evaluation of candidate for each paper shall comprise of two parts-first part-end semester examination of 70 marks and second part-CIA of 30 marks. In ESE paper, ten questions shall be set, two from each unit. A students shall have to answer five; one each from a unit. The CIA shall have the following components -

(i) Two Mid-semester Written Test -	7 <sup>1/2</sup> x2 =15 Marks
(ii) Seminar/Quiz	- 5 Marks
(iii) Assignments	- 5 Marks
(iv) Regularity/ Punctuality and Conduct	- 5 Marks

The marks of CIA shall be awarded by the Head of the Department with the aid of the Research Supervisor and in consultation with other teachers of the department.

7.3

In subjects, where laboratory work is involved, it shall be carried out in the University Department only, even if the Research Supervisor is from a constituent college.

7.4

The E.S.E. (End Semester Examination) for each paper shall be of three hours duration and shall be conducted as per the university rules. Provided, further, that only those candidates shall be allowed to take the end semester Examination, who have been evaluated for CIA and have completed 75% attendance.

7.5

A candidate has to secure 35 marks in ESE and 15 marks in CIA in each paper with a minimum of 55% of marks or its equivalent grade.

7.6

Following grades shall be assigned to the candidates in course work -

75% and above	-	A+ Grade
60% to 74.9%	-	A Grade
55% to 59.9%	-	B Grade
Below	-	Fail

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### Research work and Presentation of Dissertation:

8.1

The Candidate shall have to carry out the research work during the second semester and submit the record of the research work in the form of a Dissertation in four typed copies to the Controller of Examinations through the Head of the Department concerned with requisite fee of evaluation. For its submission the following procedures and requirements shall be fulfilled:

- (i) The scholar shall produce a draft dissertation and make a presentation before the Departmental ~~Research Committee~~ <sup>Council</sup>. The feedback and comments obtained during the pre-submission presentation shall be suitably incorporated into the draft dissertation under the guidance of the Research Supervisor, who shall issue a certificate to that effect.
- (ii) The student shall have to present at least one research paper in a conference / seminar and produce evidence in the form of certificate.
- (iii) while submitting for evaluation, the dissertation shall have and 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 the work has not been submitted for the award of any other degree/diploma of this University or any other University/Institution.
- (iv) If a candidate fails to submit his/her dissertation within the prescribed time limit, the Departmental Research Committee may recommend for a maximum of two extensions of six months each in continuation to enable him/her to submit the dissertation with a penalty of Rs. 2000/- (Rupees two thousand only) for each extension. If a candidate fails to submit his/her dissertation even after grant of two extensions of time, his/her registration for M.Phil. shall stand terminated.
- (v) Dissertation shall be submitted either in English or Hindi or in the concerned language for the literature subjects.

9.

### Evaluation of Dissertation:

9.1

The dissertation shall be evaluated by the Research Supervisor as an Internal Examiner and External Examiner, who is not in the employment of the University, to be appointed by the Vice-Chancellor out of the panel submitted by the Research Supervisor through the Dean of the faculty concerned. The Examiner shall have to recommend conclusively that the dissertation is fit for the award of M.Phil. Degree on the basis of substance and quality of the research work undertaken.

9.2

A Viva-Voce, based among other things, on the critiques given in the evaluation report, shall be conducted jointly by both the examiners in respect of only those candidates who have passed the course work and recommended by both the internal and external examiners for viva-voce on the basis of evaluation report of the dissertation. However, if the examiners, who evaluated the dissertation, make a qualified recommendation such as revision, amendment, modification etc. of the dissertation, the candidate shall have to revise the dissertation in the light of the suggestions made by the examiners and re-submit the dissertation within a period of six months. A sum of Rs. 1,500/- (Rupees One thousand five hundred only) shall be charged as fee for resubmission of dissertation. The revised dissertation shall be sent to the examiner, who had evaluated the same at the first instance. Provided if one examiner subjects the dissertation, it shall be sent to a third examiner for the evaluation. In case if dissertation being rejected

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approved by the third examiner the candidate shall not be awarded M.Phil. degree.

9.3 Provided, further, that the viva-voce shall be open to be attended by teachers and research scholars of the department.

9.4 The Vice-Chancellor shall approve the reports of examiners on the dissertation and viva-voce.

10. **Post Graduate Research Council and its Functions:**

10.1 The Post Graduate Research Council (PGRC) of the University shall exercise overall control regarding the conduct of M.Phil. course as prescribed in the BSU Act as amended up to date. It shall deal with all the academic, administrative and policy matters related to the award of M.Phil. Degree.

10.2 The Post Graduate Research Council shall have following additional functions with regard to the M.Phil. course.

10.3 It shall consider and approve the recommendations of Departmental Research Committee (DRC).

10.4 It shall have powers to grant a maximum of two extensions for six months each for a candidate on the recommendation of DRC.

10.5 It shall fix the last date of submission of dissertation, which shall be announced immediately after completion of examinations for the first semester.

10.6 It shall take decisions on the dispute arising the implementation of this regulation.

11. **Departmental Research Committee & Research Advisory Committee.**

11.1 There shall be a Departmental Research Committee for M.Phil. in each department comprising of following members :

(a) Dean of the faculty - Chairperson.

(b) Head of the Department - Vice-Chairperson.

(c) All members of the PGRC of the subject- Members

(d) One senior teacher of the D.R.C. shall be nominated by the Vice-Chancellor in consultation with the Head of the Department for a period of three years. The Member Secretary shall be responsible for transmitting all its decisions to the PGRC and implementing them after approval of the PGRC.

11.2 The Departmental ~~Research Committee~~ <sup>Council</sup> shall have the following functions:

(a) The Departmental Research Committee with the help of one external expert (not below the rank of Professor to be nominated by the Vice-Chancellor) shall frame a syllabus for course work for the subject concerned. The course shall be implemented after its consideration by the Board of Studies (Post graduate) of the concerned subject and approval of the Academic council.

(b) The DRC shall finalize the research topic and Supervisor for each candidate. The candidate shall initially submit the proposal of synopsis of his dissertation duly forwarded by the supervisor. The candidate during the interview shall give presentation on his synopsis before the DRC and if needed resubmit incorporating the suggestions of DRC. The exercise shall be completed before the commencement of the Term End examinations for the First Semester.

11.3 The Member Secretary of the DRC for M.Phil. Course shall get entire exercise mentioned in 11.2 (a) and (b) above completed during the prescribed time-limit.

11.4 There shall be a Research Advisory Committee (R.A.C.) for each M.Phil. scholar comprising of three members : Research Supervisor - Convener, Member Secretary of the D.R.C. M. Phil. course and a member nominated by the D.R.C.

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- 11.5 The R.A.C. shall function under the D.R.C. and submit its report to the D.R.C. It shall have following responsibilities:  
(a) To Guide the M.Phil. scholar to develop the study design and methodology of research;  
(b) To periodically review and assist in the progress of research work of the scholar;
- 11.6 The R.A.C. for each candidate shall meet at least twice during a semester in which the M.Phil. scholar has to appear and make presentation of his/her progress and obtain further guidance.
12. **Depository with the UGC:**
- 12.1 Following the Successful Completion of the evaluation process and before the announcement of the award of M.Phil. Degree, the University shall submit an electronic copy of the M.Phil Dissertation to the INFLIBNET for hosting the same.
- 12.2 The topic of Research, name of the candidate and the Supervisor shall also be uploaded on the University website as soon as the results are announced.
- 12.3 Prior the actual award of Degree, the University shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provision of UGC Regulations, 2016 (Mnimum standards and procedure for award of M.Phil.).
13. **Fee Structure:**
- Fee for Indian Students:
- |   |                |
|---|----------------|
| (i) Fee for M.Phil. Course work                     | : Rs. 15,000/- |
| (ii) Registration Fee                               | : Rs. 2,000/-  |
| (iii) Fee at the time of Submission of Dissertation | : Rs. 4,000/-  |
- Fee for Non Resident India and Foreigners:**
- |   |          |
|---|----------|
| (i) Registration Fee                                | : \$100  |
| (ii) Annual Fee (Per Year)                          | : \$1500 |
| (iii) Fee at the time of Submission of Dissertation | : \$1500 |
- The fee structure shall be subject to revision approval of statutory bodies of the University.

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