

University of Pune

Rules for the Degree of Master of Philosophy (M.Phil.)

1. Status :

The M.Phil. Degree shall have the status of an intermediate Degree between the first Post-Graduate Degree and the Doctorate Degree. It will have both research and course components and will give the student adequate background for advanced research.

2. Eligibility and Admission :

Second class Master's Degree in relevant subject.

Admission to the M.Phil. Course shall be made on the basis of :

Satisfactory performance at the Master's Degree Examination and the performance at a test conducted by the Department/College concerned.

Admission to the M.Phil. Course shall be made at the beginning of either the 1st term or the 2nd term depending upon the convenience of the concerned Department/College.

3. Duration of the Course :

The M.Phil. Course can be done either on a full-time or on a Vacational basis depending upon the availability of the programme in the Department/College.

(a) Full-time Course :

The duration of the full-time M.Phil. Course shall be 12 months. If an M.Phil. student is unable to complete his dissertation within this period, he will be allowed to do so within an additional period of one year.

(b) Vacational Course :

The vacational M.Phil. course shall extend over a period of 24 months. Such a Vacational M.Phil. student shall have to devote a minimum period of 4 months for his studies at the M.Phil. Centre of his registration. Like a regular student, a vacational student also may be permitted to complete his dissertation within the additional period of one year.

The facility of vacational M.Phil. course shall be restricted to full-time teachers of Colleges/Universities and full-time research workers of the Recognised Institutions within the jurisdiction of the University of Pune and other than Pune University they will have to submit a certificate of their employer to that effect alongwith the application for admission.

4. The criteria for granting admission to the Vacational M.Phil. programme in all the faculties will be as follows :

- (a) Top preference will be given to the Senior College lectures working in Pune University colleges who need M.Phil. degree in order to earn their further increments.
- (b) Second preference to Senior College lectures working in Pune University colleges who do not need M.Phil. degree but want to improve their qualification.
- (c) Third preference to Junior College lectures working in Pune University colleges.

- (d) Senior College lectures working in colleges affiliated to Universities other than Pune University who need M.Phil. degree for earning their increments.
- (e) Senior College lectures working in colleges affiliated to Universities other than Pune University who do not need M.Phil. degree but want to improve their qualification.
- (f) Junior College lectures working outside Pune University area. The Admissions under the above categories will be given only on the basis of merit in each category and only when after filling the seats in the higher categories seats are vacant that the vacant seats be filled in by candidates from the lower categories.

5. The maximum period of registration for M.Phil. Course :

The maximum period of registration for M.Phil. student shall be 3 (three) years and four years for vacational students after which the registration shall stand cancelled. If a candidates dissertation is ready after the completion of 3 years period he/she may allowed to submit his/her dissertation within the six months by registering his/her name a fresh by paying the normal tuition fees due for one year for fresh registration. However, such a candidate shall be exempted from doing the M.Phil. course work. If a candidate fails to submit his/her dissertation after re-registration, he/she allowed to submit his/her dissertation by paying Rs. 200/- for every six months i.e. upto 5 years. After this the re-registration stand as cancelled.

6. Content :

The M.Phil. course programme shall consist of :

- (a) Three course on advanced topics, including Research Methodology.
- (b) A dissertation based on the project work assigned to an individual student.

7. Administration of M.Phil. Programme :

The M.Phil. Programme shall be administrated at each M.Phil. Centre by an M.Phil. Committee

(a) Constitution of the M.Phil. Committee

- (i) On the recommendation of the Departmental Committee in University Department of the Principal of the College (where the M.Phil. Centre is located) the BUTR in the Faculty concerned shall appoint the M.Phil. Committee and its Chairman.
- (ii) The M.Phil. Committee shall consist of not less than three and not more than six research guides in the subject. The tenure of the committee shall be of two years.
- (iii) The members of the Committee shall be so chosen as would give representation to all or maximum number of specialization in the Department.

(b) Powers and duties of the M.Phil. Committee :

The M.Phil. Committee shall function under the general control and guidance of the Department Committee of the University Department/Principal of the College and shall have following powers and duties :

- (i) To make admission to the M.Phil. Course.
- (ii) To recommend to the Academic Council through the BUTR the syllabi for the courses.
- (iii) To assign students to project guides and dissertation supervisors before the end of the first term for full-time students and before the end of one year for vocational students of the M.Phil. programme.
- (iv) To assign courses to teachers of the Department/College.
- (v) To assign various courses to different students.
- (vi) To make arrangements for evaluating the performance of the students at the Seminar/Course Work/Dissertation.
- (vii) To organize Seminars, Tutorials, Group Discussions etc.
- (viii) To prepare Semesterwise time-table for regular students.
- (ix) To prepare the guidance programme for Vocational students.
- (x) To recommend to the Vice-Chancellor through the Departmental Committee concerned for extension of the period of the M.Phil. registration.
- (xi) To recommend to the Departmental Committee, Principal of the College the removal of the name of a student from the roll on account of unsatisfactory performance or indisciplinary behaviour.
- (xii) To prepare an exhaustive panel of referees by taking into consideration the requirements of the specialization for submission to the Academic Council through the Board of Studies in the subject concerned for its approval.
- (xiii) To recommend to the Vice-Chancellor for his acceptance at least three names of examiners in order of preference from the panel approved by the Academic Council.
- (xiv) To process invitation to dissertation examiners, get reports from them arrange viva-voce examination of the students and finalise the result and forward the same to the University authorities through the Departmental Committee concerned for declaration.

8. Terms :

- (a) For full-time students the duration of the M.Phil. course shall be two terms of six months each.
- (b) A full-time M.Phil. student shall attend lectures, tutorials, practicals and seminars and must complete to the satisfaction of the M.Phil. Committee the assignment prescribed for the course.
- (c) A Vocational student must stay at the M.Phil. centre for at least two months in a year and must attend lectures, tutorials, practicals and seminars must complete to the satisfaction of the M.Phil. Committee the assignments prescribed for the course.

9. Evaluation :

- (a) The evaluation of the candidate's course work and his performance at the seminars will be a continuous process.
- (b) The evaluation of the performance of the students in the M.Phil. course shall be done by the course in-charge.
- (c) The dissertation will be evaluated by the guide of the candidate and an external referee appointed by the University authorities on the recommendation of the M.Phil. Committee.

- (d) The evaluation of the final seminar and the viva-voce test will be done by a committee consisting of the following :
- (i) A research guide to be nominated by the Head/Professor-in-charge of the University Department/Dean of the Faculty concerned from a panel of three senior research guides to be suggested by the dissertation Supervisor-Chairman.
 - (ii) The dissertation supervisor.
 - (iii) A number of the M.Phil. Committee to be appointed by the M.Phil. Committee
- (e) The evaluation of candidates for the M.Phil. degree shall be done according to the following grading system :

Letter Grade	Quality	Grade Points	Equivalent Numerical Scale (out of 100)
O	Outstanding	6	75-100
A	Very Good	5	60-74
B	Good	4	50-59
C	Average	3	43-49
D	Below Average	2	35-42
E	Poor	1	25-34
F	Fail	0	0-24

The Examiners will award only the Letter Grades:

- (f) The performance of the candidates will be evaluated under the following Heads of Passing. The weightage given to each Head of Passing and the maximum final grade-points are as below :

Head of Passing	Weightage Factor	Maximum Final Grade Points
Group I		
Course 1	2	12
Course 2	2	12
Course 3	2	12
Group II		
Dissertation	4	24
*Seminar	1	6
Viva-Voce	1	6
		72

* Seminar and Viva-Voce will be based on the dissertation.

- (g) Evaluator of the various Heads of Passing will give letter-grades for each Head. The Grade-points corresponding to these letter-grades will be multiple by the weightage factor to obtain the total final grade-points for that Head.

- (h) Minimum final Grade points for Passing : To pass, a candidate should get the following minimum final grade-points :

	Minimum Final Grade Points
Total	36
Group I	16
Group II	18
Course 1	4
Course 2	4
Course 3	4
Dissertation	12
Seminar	3
Viva-voce	3

- (i) In the case of Dissertation the average of the total final grade-points given both by the internal and the external referee shall be taken as the final score. If either of the referees awards a letter-grade D, E or F to a dissertation, the candidate will be declared to have failed in the dissertation. He may resubmit the dissertation after suitable modification within a period of one year from the declaration of the first result. Only one resubmission of the dissertation is allowed.
- (j) If the candidate has secured minimum final grade points in all the Heads of Passing, then the final seminar and the viva-voce test will be arranged. All interested persons can attend the seminar and the viva-voce test, which will constitute the defence of the dissertation, and they shall have the right to ask questions and participate in discussion on dissertation. The Chairman appointed in the manner prescribed above will exercise his discretion to all or not to allow a question. However, the members of the audience at the defence shall have no right to express their opinion on the suitability or otherwise on the dissertation for the award of the M.Phil. Degree.
- (k) In the case of course work, a student who does not get the minimum final grade point (i.e. 4) will have to reappear for the examination in that course.
- (l) A student will have to give another seminar if he does not get the minimum grade-point (i.e.3) in the seminar.
- (m) A student will have to reappear for viva-voce if he does not get the minimum grade-point (i.e.3) in the viva-voce.

A student can repeat the seminar and viva-voce only once.

- (n) Overall Grades : A candidate who is declared as passed, will be placed in Grade "O", "A", or "B" depending upon the total final grade-points he secures according to the following table :

Overall Grade	Total Final Grade Points out of 72
“O” (Outstanding)	64 to 72
“A”	50 to 63
“B”	36 to 49

A candidate securing fewer than 36 final Grade-Points will be declared “Failed”.

10. Final Transcript :

- (a) The Chairman of the M.Phil. Committee shall submit through the Departmental Committee to the University a final transcript in duplicate of the student in the separate prescribed proforma along with viva-voce report and external Referee’s detailed report.
- (b) The evaluation of the performance of the M.Phil. Candidate in the course work, seminars, viva-voce test, dissertation shall be sent separately in the prescribed proforma.

11. Disposal of the copies of Dissertation :

After the result are declared, out of three copies of the dissertation submitted by the student, one will be returned to the student, one will be retained by the Department and one will be given to the dissertation supervisor.

12. Academic staff and organization :

For the introduction of the M.Phil. course a centre shall have at least six teachers who are recognised Ph.D. guides, out of whom at least three shall be on its own staff and three teachers who can be actively associated with the conduct of the M.Phil. programme at the centre may be contributed. For the introduction of the M.Phil. course in a College prior concurrence of the U.G.C. shall be necessary.

