

PROSPECTUS -2017

For Guidance of Candidates
Seeking Admission
To
M.Phil. Courses



Sambalpur University

(University Post-Graduate Teaching Departments)

Jyoti Vihar-768019, Sambalpur (Odisha)

Website : www.suniv.ac.in

INTRODUCTION

THE SAMBALPUR UNIVERSITY: A PEEP INTO THE PAST

The Sambalpur University Act was passed by the Odisha Legislature on 10th December, 1966 to fulfil the long cherished dream of the people of Western Odisha for establishment of a University. The University started functioning from 1st January, 1967 with Prof. Parsuram Mishra as the first Vice-Chancellor. The University was inaugurated on 4th January, 1967 by Hon'ble Chancellor A.N Khosla. The University started functioning in 1967 in a rented private building at Ainthapali, Sambalpur from 1968-72. In the year 1973 the University was shifted to the present campus named Jyoti Vihar at Burla.

The territorial jurisdiction of the University covers 10 districts and part of Angul District of the state of Odisha namely Sambalpur, Sundargarh, Jharsuguda, Deogarh, Bargarh, Bolangir, Subarnapur, Nawapara, Kalahandi, Boudh and Athmallik Sub-Division of Angul District.

The University at Jyoti Vihar provides post-graduate education in 33 subjects through 22 post-graduate departments. The university post-graduate teaching departments with their year of establishment in chronological order include.

(1)	Political Science & Public Administration	1968
(2)	Odia	1968
(3)	Physics	1969
(4)	Chemistry	1969
(5)	Mathematics	1969
(6)	School of Life Sciences	1969
(7)	History	1969
(8)	English	1969
(9)	Economics	1971
(10)	Lib. & Inf. Science	1975
(11)	Statistics	1976
(12)	Home Science	1976
(13)	Sociology	1976/1991
(14)	Anthropology	1976/1991
(15)	Earth Sciences(Applied Geology)	1984
(16)	Law (LL.M)	1986
(17)	Business Administration	1989
(18)	Environmental Science	1989
(19)	Computer Science & Application (PGDCA)	1989
(20)	Centre of Regional Art and Culture Studies (For Diploma in Sambalpuri Studies)	1997
(21)	School of Performing Arts (Dance & Drama)	2010
(22)	Hindi	2010

The University offers the following Self-financing Courses.

(1)	M.Sc. in Bio-Technology	2002
(2)	Executive M.B.A.	2004
(3)	MBA (Financial Management)	2006
(4)	Master of Social Work (MSW)	2007
(5)	M.Tech in Environmental Science and Engg.	2007
(6)	M.Sc. in Applied Chemistry	2008
(7)	M.Tech. in Food Science & Technology	2010
(8)	M.Sc. in Food Science	2011
(9)	M.Tech. in Geospatial Technology	2011
(10)	MBA in Rural Management	2012

Beginning 2010-11, the university has established an autonomous constituent Institute called Sambalpur University Institute of Information Technology (SUIIT). The M.Sc.(Computer Science), MCA and M.Sc. Electronics, M.Sc.(Bioinformatics), M.Tech.(Computer Science) M.Tech. (Embeded System) courses are being offered by this Institute.

The University Post-Graduate Departments offer one-year study Programme for M.Phil Degree, two year study programme for the Degrees of M.A/M.Sc/M.Tech/LL.M/Business Administration/M.Lib. & Info. Science, one year P.G. Diploma Course in Sambalpuri Studies, Human Rights Education, six month Certificate Course in Human Rights Education and three-year study programme in Executive M.B.A.

The following School of Studies have been created from the session 2008-09.

- (1) School of Bio-social Studies comprising Sociology, Anthropology & Home Science Departments.
- (2) School of Mathematics, Statistics & Computer Science comprising Mathematics, Statistics & Computer Science Departments.
- (3) School of Life Sciences comprising Life Science and Biotechnology courses.
- (4) School of Letters comprising Departments of English, Odia and Hindi.
- (5) School of Physics comprising Physics & Nuclear Physics courses.
- (6) School of Chemistry comprising Chemistry & Applied Chemistry courses.
- (7) School of Social Science comprising Economics, History and Political Science & Public Administration Departments.

The P.G. Departments of Chemistry, Life Sciences, History, Economics, Environmental Science, Mathematics, Statistics, English and Physics have been conferred Autonomous Status by the University. All P.G. Departments adopt course credit based Semester system with continuous evaluation.

There are Eight Post-Graduate Hostels in the University Campus out of which three are Ladies Hostels and five are Gents Hostels. The University provides several facilities to the boarders in the Hostels like Common Room with T.V, Reading Room with Newspapers and Magazines, Guest Room, First Aid, Computer with Internet facilities etc. The Central Canteen has been opened near the Hostel Campus for the benefit of students. Besides there are two Nationalized Banks, two ATM Counter, one Post-Office, one Health Centre, one Auditorium, one Police-Out Post, one Faculty House and one Community Centre in the University Campus for providing services to students/teachers and employees in the Campus.

The establishment of Directorate of Distance and Continuing Education (DDCE), Private Examination Cell (PEC), Nodal Computer Centre, Human Resource Development Centre (HRDC), Gymnasium, and Professor Bhubaneswar Behera Central Library are also acting like the wheels to achieve the vision and mission of the University.

JOIN HANDS
TO MAKE YOUR ENVIRONMENT CLEAN

PROSPECTUS

For M.Phil. Courses

For the academic session -2017 (Jan to Dec)

1. General Features:-

- A. The Prospectus presents an overview of the procedure of admission to various M.Phil courses offered by the P.G. Departments of Sambalpur University.
- B. The P.G. Departments offer one year study programme for M.Phil Degree. The Academic Session for all M.Phil courses run from **1st January, 2017 to 31st December, 2017**
- C. All the P.G. Departments of Sambalpur University offer course-credit semester system based on continuous evaluation.

2. SANCTIONED SEAT STRENGTH

Sl.No.	Department	Sanctioned Strength
1.	Anthropology	06
2.	Business Administration	16
3.	Chemistry	16
4.	Computer Science	08
5.	Earth Sciences(Applied Geology)	06
6.	Economics	10
7.	English	08
8.	Environmental Science	06
9.	History	08 (04 *)
10.	Library & Information Science	05
11.	Life Sciences	18
12.	Mathematics	15
13.	Odia	15
14.	Physics	10
15.	Political Science	08
16.	Public Administration	05
17.	Sociology	06
18.	Statistics	05

* for the session 2017 only.

P.G. Departments having M.Phil Programme will admit two more students over and above the sanctioned strength in 1st Semester on payment of Rs.10,000/- per semester for Science Department and Rs.7,500/- per semester for Humanities Departments as Development fee.

3. ELIGIBILITY FOR ADMISSION TO M.PHIL. COURSES

- A. Candidates seeking admission into any M.Phil course must have passed Master's degree Examination of Sambalpur University in the concerned subject or an examination recognized by Sambalpur University/UGC/AIU as equivalent thereto,

having secured 50% marks in the aggregate or having secured an overall grade point average (OGPA) equivalent to 50% of marks by conversion.

- B. Candidates who have appeared the qualifying examination and the result thereof are awaited, are also eligible to apply. However they have to submit the Provisional Certificate and Mark sheet of the qualifying examination within ten days after publication of result of Sambalpur University or on or before the Entrance Test schedule whichever is later, failing which, their cases for selection shall not be considered.

Explanation-I: Subject to the minimum qualifying mark/OGPA, candidates in Life Sciences and allied subjects will be eligible to take admission into M.Phil Course in Life Sciences.

Explanation-II: Subject to the minimum qualifying mark/OGPA, candidates with Master's degree in any Science, Engineering, Technology or Science based professional degree at Masters level shall be eligible for admission into M.Phil Course in Environmental Science.

Explanation-III: Subject to minimum qualifying marks/OGPA, candidates with Master degree in Political Science shall also be eligible for admission to M.Phil Course in Public Administration.

Explanation-IV: Subject to minimum qualifying marks/OGPA, candidates should have passed MCA / M.Tech. / M.E. / M.Sc. in Computer Science / IT or in an allied subject examination of Sambalpur University or any other University recognised by the Sambalpur University are eligible to apply for M.Phil. course in Computer Science.

Explanation-V: Candidates with 2-year full time MBA from Sambalpur University or 2-Year full time MBA from any other University or Institute recognised by Sambalpur University or with 2-Year full time Post Graduate Diploma in Management (PGDM) recognised by Sambalpur University as equivalent to MBA.

- C. Students who are pursuing Diploma in Sambalpuri Studies Course can take admission in M.Phil. Course in English / Odia / History / Sociology / Anthropology provided they fulfill the necessary eligibility criteria and get selected in the respective entrance tests.

Similarly who take admission in M.Phil. course in English / Odia / History / Sociology / Anthropology after qualifying the entrance test can pursue Diploma in Sambalpuri Studies provided they get selected for the said programme through the entrance test.

- D. In case of candidates belonging to Scheduled Castes and Scheduled Tribes, the requirement of minimum qualifying marks shall not be insisted upon,

4. RESERVATION

- (i) Twentyfive percent of seats in M.Phil programme shall be reserved for teachers (also applicable to Librarians and Library Professionals (of +2 or High Level Colleges) having at least 5 years of professional experience in a College duly recognized by the

Govt. with a certificate to be produced by the Candidates to that effect and who have been sanctioned study leave for one year for prosecuting the course by their appropriate authorities. They have to be duly relieved by their employers. In case of vacancy under this category, the seats will be filled up by general candidates as per merit list.

- (ii) 22.5% and 16.25% of seats in each course are reserved for candidates belonging to Scheduled Tribes and Scheduled Castes respectively.
- (iii) One seat in each department (both in P.G and M.Phil level combined together) will be reserved for Physical Handicapped candidates. Such candidate is required to produce a certificate from the C.D.M.O regarding his/her disability for 40% or above. On the basis of the certificate issued by the District Medical Board, admission under P.H. category may be considered by the respective Heads of the Departments.

Reservation of seats for candidates belonging to SC/ST category shall be calculated category wise accordingly as per 4(ii) above. The reserved seats are not interchangeable between SCs and STs and the reserved seats lying vacant after 3rd admission notification shall be dereserved and opened to all categories of applicants.

5. ONLINE ADMISSION

A. The Application form, Prospectus and other details will be available on the web from 27.09.2016. The last date of submission of application online is 18.11.2016 till 5:00 P.M.

- (i) Candidates should logon to the website

<http://www.suniv.ac.in>

and click “online admission”

or

<http://eadmission.suniv.ac.in>

- (ii) The candidates should download the Prospectus for M.Phil. Courses, 2017 and read it carefully before filling up of form online.
- (iii) The candidate should deposit Rs.500/- through State Bank Collect at the time of registration for online admission.

**Procedure for depositing Rs.500/- online using State Bank Collect facility.
The amount can be deposited using Debit Card, Credit Card, Net Banking facility of
any Bank besides visiting any SBI branch to deposit by cash or cheque drawn on
any SBI Branch**

Please read the instructions carefully before remitting fee

- ☞ Visit online banking website of SBI by typing <https://www.onlinesbi.com> in the address bar of the browser viz. internet explorer. Once the home page appears click on '**State Bank Collect**' tab.
- ☞ Accept the disclaimer clause and click on "**Proceed**".
- ☞ Select the State of Corporate/Institution as '**Odisha**'.
- ☞ Select type of Corporate/Institution as '**Educational Institutions**' and click on 'Go'.
- ☞ Now select Educational Institution Name as '**SAMBALPUR UNIVERISTY P.G. COUNCIL**' and click on 'Submit'.
- ☞ Select the payment category from the drop down as "M.Phil. Admission - 2017".
- ☞ Before filling the challan, read the Payment Details/Structure Document carefully and ascertain the fees amount applicable to you.
- ☞ Fill in the challan with required information as asked for or select from the drop down options wherever available. **Take adequate care while filling in (a) Name (b) Date of Birth & (c) Mobile Number as asked for in the lower part of the screen.** This information is important to reprint the e-Receipt subsequent to any successful payment.
- ☞ Once required data is filled in click on 'Submit'.
- ☞ The system will ask you to verify the details entered and confirm the transaction in the next page. Verify the details and click on 'Confirm'.
- ☞ The system will request you to select the desired payment mode from various options. Please note that the bank charges for various payment modes are also displayed which is to be borne by the remitter. **Carefully examine the charges displayed since the charges for different payment mode are different.** Select the desired payment mode.
- ☞ Now the system will guide the remitter through the payment process. Once the payment is completed successfully one e-Receipt is generated containing a **Reference Number** in PDF format. Take a print out. You may also save this optionally for future reference. The e-Receipt can also be regenerated/reprinted afterwards from '**Payment History**' link of 'State Bank Collect'.

If '**SBI Branch**' is selected as payment mode a Pre Acknowledgement Payment (**PAP**) form is generated which contains the relevant details for payment at Branch. The payer takes the print out of the PAP Form and visits **any SBI branch** for payment through **cash or cheque drawn on SBI Branch**. After the payment is successfully processed by the branch, the branch will give an acknowledgment of payment on the PAP Form. Now any time the payer may optionally return to 'State Bank Collect' link in the home page of www.onlinesbi.com for printing the e-receipt from the '**Payment History**' link.

- (iv) The candidate should then register himself/ herself (through appropriate link) by providing the following information:
- (a) Name of the course
 - (b) Name of the candidate
 - (c) email ID
 - (d) SB Collect Reference No. (provided by the Bank)
 - (e) SBI Branch Name
 - (f) Password (to be created by the candidate)

The information as above are vital and the candidate should carefully note down those for future use.

- (v) The candidates can then fill up the form online. After completion of all the fields in the form, the candidates should click the “submit” button. Thereafter a page will be opened with all the information of the candidate that he/she has filled in. The candidate then has to take a printout of this page and sends/submits it to the **respective Head of P.G. Department, Sambalpur University, Jyoti Vihar - 768019, Sambalpur (ODISHA)** along with the following documents latest by **23.11.2016 upto 4:00 P.M.**
- (a) Two recent passport size colour photographs of the candidate duly attested by a Gazetted Officer.
 - (b) Attested copies of the Mark sheets and Certificates of all examinations starting from H.S.C for determining eligibility.
 - (c) University copy of Bank Challan/e-receipt of Rs.500/- in original towards payment of processing fee.
 - (d) An attested copy of the certificate from CDMO regarding his/her disability for 40% and more (in case of Physically Handicapped Candidates).
 - (e) An attested copy of the Caste Certificate obtained from a Revenue Officer not below the rank of a Deputy Collector or MLA or MP or DWO, in absence of which the candidate will not be eligible to get concession allowed under reserved categories.
 - (f) The undertaking form(s) should be duly filled in and signed by the applicant and his/her father or natural guardian.
 - (g) The envelope containing the application complete in all respect must be superscribed
“Application for Admission in M.Phil. in (name of the subject)” S.U.
 - (h) Application incomplete in any manner shall be rejected.

B. The inservice candidates for admission into any M.Phil. course shall have to submit the certificate and information endorsed by their employers in the proforma given below alongwith the application.

Name of the Candidate _____

Institution _____

Position held _____

Work experience _____ from _____ to _____

Scale of Pay /Basic _____ D.A. _____

The employer has no objection to relieve the candidate _____

Lecture in _____ /Librarian

from the College for the session _____

if the candidate is selected for admission for _____

programme of Sambalpur University.

Signature of the Employer

Date and official Seal

(The relief order from the employer in favour of the candidate will be required at the time of taking admission)

C. Procedure for downloading the Admit Card

Admit Card will be available on the web for eligible candidates from 12:00 Noon of **26.11.2016** and onwards. Candidates should login and download the same.

6. PROGRAMME OF ENTRANCE EXAMINATION

The entrance examination for admission will be held as per the following programme.

Date	9:30 A.M. to 11:30 A.M.	12:00 Noon to 2:00 P.M.
02/12/2016 (Friday)	Anthropology Political Science Economics History Odia English Environmental Science Sociology Library & Information Sc. Computer Science Statistics	Physics Chemistry Mathematics Earth Sciences Life Sciences Business Administration Public Administration

(Written test for admission shall not be conducted where the No. of applicants are less than the sanctioned strength, in that case only viva-voce shall be conducted.)

7. SELECTION FOR ADMISSION

- (i) Admission cannot be claimed as a matter of right.
- (ii) Selection for admission into different Courses shall be done through Written Entrance Test (with coding and decoding system), Career Mark and Viva-Voce with 60%, 30% and 10% weightage respectively. **Absence of a candidate either from Written or viva-voce or both shall disqualify him/her for admission.** The written test shall cover M.A/M.Sc. syllabi of Sambalpur University in the concerned subject wherever applicable for eligibility.
- (iii) Five percent of the total aggregate marks secured by the candidate shall be added to the aggregate marks in qualifying examination in case of children of Ex-defence personnel and for participants in the Inter University Sports and State Team approved by the National Organisation (provided that in order to be eligible for such concession under sportsman category the player concerned should have participated in the respective competitions within two years prior to the date of application for admission).

Similarly three percent of the total aggregate marks secured by the candidate in qualifying examination for NSS Best Volunteers shall be added to the aggregate marks for career marking.

- (iv) Weightage to NCC "B" & "C" Certificate holders shall be given at par with NSS Best Volunteers on submission of certificate from the authorised body.
- (v) While calculating career mark, weightage will be given to candidates having secured Honours in the concerned subject only. Honours in other subjects shall be put at par with pass weightage.
- (vi) (a) **Formula for calculating career mark for admission into M.Phil Courses:**

H.S.C: 1st Divn.-3 2nd Divn.-2 3rd Divn.-1.5
+2 1st Divn.-5 2nd Divn.-4 3rd Divn.-3

+3(B.A/ B.Sc./B.Com.)

1st Class Hons.-9 2nd Class Hons.-7 Pass-5 Distinction -1

M.A./M.Sc./M.Com. 1st Class.-12 2nd Class-9

- (b) **Formula for calculating career mark for admission into M.Phil in Business Admn.**

H.S.C: 1st Divn.-3 2nd Divn.-2 3rd Divn.-1.5
+2 1st Divn.-5 2nd Divn.-4 3rd Divn.-3

Graduation in any discipline

Total Marks Secured X 100

Maximum Marks

(irrespective of Pass, Hons & Distinction)

75% and above – 10 65% and <75% - 9

55% and <65% - 8 45% and <55% - 7

Others – 6

MBA/PGDM

1st Class – 12 / Grade A & above – 12

2nd Class – 9 / Grade B & above but less than Grade A - 9

(c) Formula for calculating career mark for admission into M.Phil courses in case of Integrated M.A./M.Sc./M.Com./MBA/PGDM

1st Division – 22

2nd Division – 17

Pass – 06

In case of Grade, the conversion of OGPA to percentage of mark shall be
(OGPA – 0.5) X 10

8. INTIMATION

Intimation to the selected candidates will be sent by Registered Post / Speed Post and will be notified in Department Notice Boards.

9. ADMISSION

A. The selected candidates must send the following documents by Registered / Speed Post for admission to the respective Heads of the P.G. Departments.

- (i) College Leaving Certificate in original from the Institution last attended;
- (ii) Conduct Certificate in original from the Institution last attended;
- (iii) Original Mark sheets / Certificates starting from H.S.C.E. to last qualifying examination.

(In case of +3 Examination, Mark sheet of First Examination and Final Examination are to be submitted separately, if detailed marks are not provided in the final mark sheet).

- (iv) Migration Certificate in original for candidate from other University.
- (v) Two recent passport size colour photographs duly attested by a gazetted officer
- (vi) Original Income Certificate (In respect of female candidates claiming concession in tuition fee).
- (vii) Original Caste Certificate for SC/ST candidates.
- (viii) Experience certificate and relief order (only for in-service teachers and Library professionals as the case may be).
- (ix) Required fees specified in the Intimation Letter.

B. No admission shall be made into any M.Phil. Course beyond 09.01.2017

10. EXEMPTION FROM TUITION AND ADMISSION FEES

- (a) Students belonging to SC/ST are exempted from payment of tuition fee and admission fee on production of certificate from a Revenue Officer not below the rank of Deputy Collector in the prescribed form. The candidates are also required to produce certificate from the competent authority in prescribed form within a fortnight of their taking admission for consideration of their case in making adhoc grants towards SC/ST Scholarships.

- (b) Women students whose parents or guardians do not pay Income Tax or Agricultural Income Tax are required to pay tuition fee and admission fee at half of the usual rates, provided that such women students produce Income Certificate of their parents/guardians signed by a Gazetted Officer of the Revenue Department of the area at the time of admission.
- (c) Following categories of Disabled students are exempted from tuition fee and other related fees.
- (i) Blind students who use Braille for studies.
 - (ii) Hearing impaired & dumb students.
 - (iii) Orthopaedically handicapped students with disability of more than 75%.

11. REQUIREMENT OF ATTENDANCE

A candidate shall be required to attend 75% of lectures, tutorials and practical classes offered during the year. Condonation may be granted by the Syndicate only to the extent of 15% in exceptional cases. When a candidate has been deputed by a College/University to represent the College/University/State for any activity the lectures delivered during his/her absence for the purpose, shall not be counted towards the calculation of percentage of attendance, provided the HOD certifies to that effect.

12. CONDUCT OF EXAMINATION

M.Phil. Examination will ordinarily be conducted as per the University Act, Statutes and Regulations.

13. FEES AND SUBSCRIPTION

All fees shall be collected through **SBI Collect**. The following fees are payable at the time of admission.

(i)	Tuition fee for M.Phil programme (per annum)	Rs.240.00
(ii)	a. University Registration Fee	Rs.100.00
	b. Enrolment Fee	Rs.100.00
	c. Recognition fee for students	Rs. 25.00
	(For New entrants to Sambalpur University who passed examination from other Universities recognized by the Academic Council of Sambalpur University as equivalent to corresponding examination of the University.)	
(iii)	Library fee and Registration	Rs.100.00
(iv)	Student Aid Fund	Rs. 5.00
(v)	Magazine Fee	Rs. 50.00
(vi)	Games Fee(Athletic Club)	Rs. 50.00
(vii)	Medical Fee	Rs. 5.00
(viii)	Cultural Society Fee	Rs. 50.00
(ix)	Science Society Fee (Science Students only)	Rs. 20.00
(x)	Common Cultural Fund	Rs. 10.00
(xi)	Students Welfare Fund	Rs. 10.00
(xii)	Students Union Subscription	Rs. 50.00

(xiii)	D.S.A Fee (Only for Day Scholar Students)	Rs. 10.00
(xiv)	Fee for Wall Magazine	Rs. 5.00
(xv)	Fee for Pioneer	Rs. 5.00
(xvi)	Fee for Sports	Rs. 50.00
(xvii)	Fee for Horizon	Rs. 5.00
(xviii)	Alumni Index	Rs.100.00
(xix)	Utility Charges for e-Governance facilities	Rs.200.00
(xx)	Admission fee equal to one month tuition fee (for new entrants to a course)	Rs. 20.00
(xxi)	Fee for Insurance(Students Safety Insurance Scheme approved by Syndicate)	Rs. 15.00
(xxii)	One time Bus Fee from each student at the time of admission	Rs. 75.00
(xxiii)	Advance Bus Fare per annum for Day Scholars residing at Sambalpur and expected to come by University Bus	Rs.3600.00

Note:

1. The Candidate can seek refund of proportionate amount of bus fare after becoming a boarder.
2. Bus fare for a full academic session will be realized at the time of admission

(xxiv)	Energy charges for boarders for one year	Rs.900.00
(xxv)	Water charges for boarders for one year	Rs.120.00
(xxvi)	N.C.C.	Rs. 5.00
(xxvii)	Red Cross	Rs. 10.00
(xxviii)	N.S.S.	Rs. 10.00
(xxix)	Caution money(one time) (refundable after completion of course to be claimed within 3 years)	Rs.1000.00

N.B. *i. Fees once deposited shall not be refunded in any circumstance except caution money.*

ii. One time caution money is refundable online after completion of course. Therefore it is mandatory for every student to open a Savings Bank account in the State Bank of India for this money to be refunded. If the said amount is not claimed within three years from the date of completion of course the claim for it will be automatically forfeited.

iii. Scholarship, stipend, etc. due to be paid to any bonafide student of the University will also be paid online in the said SBI Savings Bank account.

- (xxix) The following fees are to be collected from the candidates by the respective Head of the Department at the time of admission
- | | | |
|-----|---|-----------|
| (a) | Laboratory deposit for each laboratory to be attended (refundable at the end of the course less cost breakage if any) | Rs.100.00 |
| (b) | Fee for Maintenance of Abstract of Attendance | Rs.2.00 |
| (c) | Fee for Identity Card | Rs.5.00 |
| (d) | Fee for Seminar Library | Rs.5.00 |
| (e) | Fee for Cultural Activities | Rs.20.00 |
3. (i) Candidates for admission to the Arts and Social Science Departments without laboratory are to pay Rs.1,000/- and to Science Departments and other Departments with laboratory are to pay Rs.1500/- as Infrastructure Development Fund fee.
- (ii) The P.G. Departments having Computer theory and/or practical / Research Methodology as part of the course curriculum shall collect one time fee of Rs.2,000/- from each student at the time of admission to run the course.

N.B. Applicants are advised to refrain from making final application unless they intend to pursue a particular course or programme.

14. HOSTEL ADMISSION RULES AND RELATED MATTERS

- (i) Hostel accommodation will be provided to students of M.Phil. Programmes depending upon availability of seats in the hostels.
- (a) Brahmputra, Mahanadi, Bhagirathi and Satadru Hostels are for Gents Students
- (b) Narmada, Silver Jubilee and Pravabati Devi Ladies Hostels are for female students only.
- (ii) Seats in the Hostel (taken together) are earmarked in proportion to the sanctioned students strength of the respective Departments as reflected in the Prospectus.
- (iii) There is no scope for temporary accommodation.
- (iv) **RESERVATION**
Reservation in various Hostels for SC and ST candidates is as per Rules, i.e., SC-16.25% and ST-22.5%
- (v) **ADMISSION**
- a. Students seeking admission in to the Hostels shall have to apply with two recent passport size colour photographs in the prescribed form available in the P.G.Departments duly forwarded by the HODs concerned.
- b. The Warden shall be informed of choice for a Hostel admission by the HODs as soon as the student is admitted to his/her Department.
- c. The students shall get an Intimation letter from the Warden for admission in the Hostel wherever required. The HODs will forward the merit list of the prospective

boarders to the Warden as soon as the merit list of admission of students in the Department concerned is prepared.

- d. The last date for admission will also be the last date of admission in the Hostels during the session.
- e. **The admission for the hostel is for one academic-session i.e., January to December only. However, admission of Ph. D scholar's shall be on a month to month basis.**
- f. The selected boarders shall have to take admission through the P.G. Central Office by paying the following fees for the session at the Cash Counter, P.G. Central Office.

(1) SEAT RENT(Except Mohodadhi)

- (i) Single Seated Room Rs.168/- per annum
Multiple Seated Room Rs.120/- per annum
- (ii) The energy charges for Ph.D Scholars Rs.1000/- per annum

(2) SEAT RENT of Mahodadhi Hostel

- (i) Single Seated Room Rs.800/- per annum
- (ii) Double Seated Room Rs.400/- per annum

These items and charges are subject to change from time to time. If any boarder can not take admission within the due time, the period of admission can be extended by the Warden, P.G. Hostels once without fine. A fine will be levied for subsequent extensions.

- g. On submission of the receipt of deposit of fee made in the P.G. Central Office in the respective hostel, the Superintendent shall collect the required prescribed charges of Hostel and allot seat/room in the Hostel. The boarder shall have to issue furniture and other materials for his/her seat/room for the hostel.

The fees to be deposited in the hostel are as follows:

- (i) Establishment fee Rs.1000/- per annum
- (ii) Cultural fee Rs.300/- per annum
(This may increase if a hostel so decides)
- (iii) Hostel Caution Money Rs.100/-
- (iv) Mess charges to be decided by the Hostels.
The charges are subject to change from time to time. A portion of the Hostel and Mess caution money will be deducted at the time of refund.

The amount to be deducted shall be decided by the H.R.C. If the caution money is not claimed within 3 years from the date of leaving the hostel, the said amount shall stand forfeited.

- (h) Research Scholars on completion of their tenure of Fellowship may be allowed to continue in the hostel for one month only on payment of usual charges.
- (i) **MESS:** The boarder shall have to be guided by the Mess Rules to be framed by each hostel.

- (j) **DISCIPLINE:** Boarders are expected to maintain discipline and proper atmosphere of studies in the hostels.

The following acts of indiscipline are strictly prohibited:

- All kinds of shouting, violence, knocking or /and other act of undesirable movement or behaviour that is likely to cause disturbance or annoyance to others.
- **Ragging of all kinds in the hostel or in the University Departments and within or outside the Campus.**
- Any form of playing music and video system inside the room or the hostel premises causing annoyance to others.
- Maltreating or abusing the hostel employees, canteen staff and others.
- Any meeting not relating to hostel affairs held in the hostel premises without prior permission.
- Keeping fire arms, weapons and intoxicants of any kind in the hostels.
- Cooking in the room of the hostels.
- Use of electric heaters, immersion heater, radio and other similar electrical appliances.
- Keeping the light and fan on when boarders are not inside the rooms.
- Damaging, misusing and stealing of any hostel properties or stealing other's belongings.
- Entertaining female visitor into the room of the boarders in the boys hostels and male visitor into the rooms of the women hostels.
- Boarders staying outside overnight without permission of the competent authority.
- Overstaying in Hostels by the boarders without permission of competent authority.
- Entertaining guest/outsideers in the hostel without permission of the Hostel Superintendent.
- Leaving Jyoti Vihar without intimating the hostel authority.
- Consumption of alcohol and / or anyother intoxicant by a boarder.

(k) **FINAL CLEARANCE**

- (i) After the completion of theory and practical examinations the boarders shall have to return the furniture and other materials issued to him/her by the hostel and also the room key in the hostel office within a week.
- (ii) The boarder can then claim a final clearance certificate in the prescribed form from the hostel office and submit the same to the respective H.O.D.
- (iii) There shall be a Hostel Residence Committee (HRC) with Warden, P.G Hostels as the Chairman and all Superintendents and Assistant Superintendents as the members. The Hostel Residence Committee will look into general administration of the Hostels.

15. GENERAL DISCIPLINE

- (i) The students are expected to maintain discipline and proper atmosphere of study in the university campus.
- (ii) The following acts of indiscipline are strictly prohibited:

- (a) Any act of preventing the teaching and non-teaching staff of the university from discharging their normal duties.
- (b) Any act of stopping the university vehicles from plying and thereby affecting the functioning of university system.
- (c) Any act of lockout of the university gate, university office, university P.G. Departments, Library and other such units of the university system.
- (d) Any act of assembling in a meeting or going in a procession inside the university campus without prior notice to the authority or without availing the usual channels of grievance redressal.
- (e) Any other agitational activity that will affect the day-to-day running of the university system.
- (f) Sexual harassment of any kind.
- (g) Sexist or Casteist remark of any kind.

16. PENALTY AND PUNISHMENT TO THE STUDENTS INDULGING IN RAGGING INSIDE THE UNIVERSITY / DEPTT. / HOSTEL PREMISES.

As per Supreme Court order communicated to University by the University Grants Commission, New Delhi, ragging in any form is strictly prohibited. If any incident of ragging comes to the notice of the authority the accused student will be given an opportunity to explain and if his/her explanation is not satisfactory, the authority would expel him/her from the institution as well as hostel if he/she is a boarder and / or a fine upto Rs.2.5 lakh.

While admitting the students each H.O.D. shall ensure submission of the undertaking in the format prescribed in the admission application form signed by both the candidate and his/her parents (or legal guardian).

17. FLOATING OF SPECIALISATIONS

While all the efforts will be made to run the courses as per the approved syllabi, the Departments in special circumstances may float the specializations/options keeping in view the availability of faculty at the time of running the course.

18. INTERPRETATION

For any interpretation in respect of the provisions of the Prospectus, the decision of the University shall be treated as final.

SAY NO TO SEXUAL HARASSMENT

*For any information of general nature, contact
P.G. Council Office, Sambalpur University,
Jyoti Vihar – 768 019
Tel. 0663-2430776*

**TEACHERS OF THE P.G. DEPARTMENTS
SAMBALPUR UNIVERSITY**

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Dr. Ratnawali, M.Sc., Ph.D.	Reader & Head
Sri S.C. Murmu, M.A., M.Phil.	Lecturer
Dr.(Ms.) R. Pramanik, M.A., M.Phil., Ph.D.	Lecturer
<u>BUSINESS ADMINISTRATION</u>	2431116, 243201
Prof. B. Satpathy, M.Sc.(Engg.),Ph.D., D.Sc.(Management)	Professor
Prof.(Mrs) P. Gahan, M.Com, M.Phil, Ph.D., FDPM(IIM-A)	Professor
Prof. A.K. Das Mahapatra, M.Com,M.Phil,LL.B, Ph.D.,FDPM(IIM-A)	Professor
Dr. P.C. Tripathy, M.Com.,M.Phil, MBA, Ph.D.	Reader & Head
Dr. T.K. Das, M.A.,M.Phil, Ph.D.	Reader
Dr. D.K. Mahalik, B.E., MBA , Ph.D.	Reader
Sri S. Kerketta, MBA	Lecturer (Senior Scale)
Dr.(Mrs.) M. Pattnaik, M.A.(Math.), M.A.(Stat), M.Phil., MBA, Ph.D.	Lecturer
Ms. A. Samal, MBA	Lecturer
Dr. S.K. Sahoo, MBA, Ph.D.	Lecturer
Dr. R.K. Mishra, MBA, Ph.D.	Lecturer
<u>CHEMISTRY</u>	2430114
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Prof. P.K. Behera, M.Sc., M.Phil , Ph.D.	Professor & Head
Dr. A.K. Behera, M.Sc.,M.Phil, Ph.D.	Reader
Dr. A. Mohapatra, M.Sc., M.Phil, Ph.D.	Reader
Dr. A. Mishra, M.Sc., Ph.D.	Reader
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Dr. H. Chakraborty, M.Sc., Ph.D.	UGC Asst. Professor
(Prof. B.K. Mishra, M.Sc., Ph.D., D.Sc.)	Retd. Professor (UGC-BSR Faculty Fellow)
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Lecturer

Lecturer

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Professor & Head

Professor

Lecturer

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Dr. S.K. Pattanayak, M.Sc., Ph.D.
Dr. M.R. Mahananda, M.Sc.,M.Phil,Ph.D.
Dr. I. Baitharu, M.Sc., M.Phil., Ph.D.
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Reader

Lecturer

Lecturer

Retd. Professor

(UGC Emeritus Fellow)

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Dr. P.K. Behera , M.A.,Ph.D.
Dr. K.N. Sethi, M.A.,M.Phil, Ph.D.(under suspension)
Dr. B. Pradhan, M.A.,M.Phil, Ph.D.
Mrs. N. Thakur, M.A.
Dr. S. Nayak, M.A., M.Phil., Ph.D.

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Reader

Lecturer

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Dr.(Mrs.) J. Sahoo, M.L.I.Sc., Ph.D.
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Retd. Professor (UGC Emeritus
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**JOIN HANDS TO MAKE YOUR
CAMPUS RAGGING FREE**

DON'T 'RAG'
ALSO
DON'T BE A
MUTE WITNESS TO 'RAGGING'

What is Ragging?

Any act resulting in :

- * Mental/Physical/Sexual abuse
- * Verbal abuse
- * Indecent behaviour
- * Criminal intimidation/
Wrongful restraint
- * Undermining human dignity
- * Financial exploitation/
Extortion
- * Use of force

Each of the above is a criminal offence

A student indulging in ragging can be :

- * **Expelled from the institution**
- * **Banned from the mess/hostel**
- * **His/her scholarship can be withdrawn**
- * **Debarred from examinations**
- * **Denied admission to any institution**
- * **Prosecuted for criminal action**
- * **Institutions have been asked to file FIR with local police against those who RAG/ABET ragging.**

RAGGING IN ANY FORM IS PUNISHABLE