



# INTRODUCTION

## THE SAMBALPUR UNIVERSITY: A PEEP INTO THE PAST

The Sambalpur University Act was passed by the Orissa Legislature on 10<sup>th</sup> December, 1966 to fulfil the long cherished dream of the people of Western Orissa for establishment of a University. The University started functioning from 1<sup>st</sup> January, 1967 with Prof. Parsuram Mishra as the first Vice-Chancellor. The University was inaugurated on 4<sup>th</sup> 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 Orissa 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 Thirty-five subjects through Twenty-two 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) Library & Information 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) Diploma in Translation Studies (P.G. Deptt. of English) 2009
- (22) School of Performing Arts (Dance & Drama) 2010
- (23) Hindi 2010

The University offers the following Self financing courses.

- (1) M.Sc. in Bio-Technology 2002
- (2) Executive M.B.A. 2004
- (3) P.G. Diploma in Development Journalism 2005
- (4) Master of Finance & Control (MFC) 2006
- (5) Master of Social Work (MSW) 2007
- (6) M.Tech in Environmental Science and Engineering 2007
- (7) M.Sc. in Applied Chemistry 2008
- (8) M.Tech. in Food Sc. & Technology 2010
- (9) M.Sc. in Food Science & Nutrition 2011
- (10) M.Tech. in Geospatial Technology 2011
- (11) P.G. Diploma in Food Science & Tech. 2012

Beginning 2010-11, the university has established an autonomous constituent unit 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. (Embedded 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 Computer Science & Application, Sambalpuri Studies, Translation Studies and 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, Bio-Technology courses.
- (4) School of Letters comprising Departments of English & Odia.
- (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, Academic Staff College, Gymnasium, and Professor Bhubaneswar Behera Central Library are acting like the wheels for the University system and would carry the university speedily towards achieving the noble objective for which these are set up.

***Join Hands to make your Campus Ragging Free***

***GO AHEAD  
REPORT RAGGING***



# PROSPECTUS

## For M.Phil. Courses For the academic session -2014 (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 **1<sup>st</sup> January, 2014 to 31<sup>st</sup> December, 2014**
- 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.	Chemistry	16
3.	Earth Sciences(Applied Geology)	06
4.	Economics	10
5.	English	10
6.	Environmental Science	06
7.	History	08
8.	Home Science	04
9.	Library & Information Science	05
10.	Life Sciences	18
11.	Mathematics	15
12.	Odia	15
13.	Physics	10
14.	Political Science	08
15.	Public Administration	05
16.	Sociology	06
17.	Statistics	05
18.	Computer Science(Self-financing)	10 (minimum to run the course-06)

P.G. Departments having M.Phil Programme will admit two more students over and above the sanctioned strength in 1<sup>st</sup> 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 subject 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.

C. Students who have already taken admission in P.G. Diploma in Translation Study Course can apply for admission to the M.Phil. Course in English or Odia and will pursue the Course concurrently, provided they get select for admission in the respective entrance tests subject to their fulfilling the minimum eligibility criteria.

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 employer. In case of vacancy under this category, the seats will be filled up by general candidates as per merit list.

(ii) Twelve and eight percent of seats in each course are reserved for candidates belonging to Scheduled Tribes and Scheduled Castes respectively. However, the unfilled seats required for ST candidates will be filled up by admitting SC candidates and Vice-Versa.

(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 50% 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. In no case, the vacant seats in the reserve quota shall be filled up by non SC/ST candidates.**

#### 5. PROCEDURE FOR ONLINE FILLING OF APPLICATION FORM

**The last date of submission of application online is 12.11.2013**

(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, 2014 and read it carefully.
- (iii) The candidates should download the Challan Form and deposit Rs.500/- in any branch of State Bank of India towards processing fee. The bank will provide a Journal No. against the deposit.
- (iv) The candidates should then register himself/herself (through the appropriate link) by providing the following information;
  - (a) Name of the course
  - (b) Name of the candidate
  - (c) email ID
  - (d) Journal No. (provided by the Bank)
  - (e) Password (candidate to create)

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

- (v) The candidates can then fillup the form online. After completion of all the fields in the form, the candidates should click the submit button. At this a page will open with all the information of the candidates that he/she has filled in. The candidates then take a printout of this page and send it to the **respective Head of P.G. Department, Sambalpur University, Jyoti Vihar - 768019, Sambalpur (ODISHA)** along with the following documents which should reach by **20.11.2013**
  - (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 of Rs.500/- in original towards payment of processing fee.

- (d) An attested copy of the certificate from CDMO regarding his/her disability for 50% or 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 to reserved categories.
- (f) The undertaking form(s) should be duly filled in and signed by the applicant and his/her father or natural guardian.

The envelope containing the application complete in all respect must be superscribed "Application for Admission in \_\_\_\_\_course") S.U.  
Subject.

- (h) Application incomplete in any manner shall liable to 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.  
**Sambalpur University - 5**



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

**C. Procedure for downloading the Admit Card**

Admit Card will be available in the website for eligible candidates from **23.11.2013** onwards. Candidates should login and download the same.

**7. 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.
30/11/2013 (Saturday)	Anthropology Political Science Economics History Odia English Environmental Science Sociology Library & Information Sc. Statistics Computer Science	Physics Chemistry Mathematics Earth Sciences Life Sciences Home Science 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.)

**8. 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 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) Formula for calculating career marks for admission into M.Phil Courses:**

<b>H.S.C:</b>	1 <sup>st</sup> Divn.-3	2 <sup>nd</sup> Divn.-2	3 <sup>rd</sup> Divn.-1.5
<b>+2</b>	1 <sup>st</sup> Divn.-5	2 <sup>nd</sup> Divn.-4	3 <sup>rd</sup> Divn.-3



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

1<sup>st</sup> Class Hons.-9 2<sup>nd</sup> Class Hons.-7 Pass-5  
Distinction -1

**M.A./M.Sc./**

**M.Com.** 1<sup>st</sup> Class.-12 2<sup>nd</sup> Class-9

**9. INTIMATION**

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

**10. 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 Sheet/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 attested passport size colour photographs
- (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 for admission into M.Lib & Info. Sc.(only for inservice teachers and Lib. 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 06.01.2014**

**11. 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 Departments of the area at the time of admission.

(c) Following categories of Disabled students are exempted of 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%.

**12. 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 candidates 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 calculations of percentage of attendance provided the HOD certifies to that effect.

**13. CONDUCT OF EXAMINATION**

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



**14. FEES AND SUBSCRIPTION**

**A.** The following fees are payable at the time of admission.

- (i) Tuition fee for M.Phil programme Rs.240.00 (per annum)
- (ii) a. University Registration Fee Rs. 50.00  
b. Enrolment Fee Rs. 50.00 (For New entrants to Sambalpur University)
- (iii) Recognition fee for students who passed examination recognized by the academic council of Sambalpur University as equivalent to corresponding examination of the University. Rs. 25.00
- (iv) Library fee and Registration Rs.100.00
- (v) Student Aid Fund Rs. 5.00
- (vi) Magazine Fee Rs. 50.00
- (vii) Games Fee(Athletic Club) Rs. 50.00
- (viii) Medical Fee Rs. 5.00
- (ix) Cultural Society Fee Rs. 50.00
- (x) Science Society Fee Rs. 20.00 (Science Students only)
- (xi) Common Cultural Fund Rs. 10.00
- (xii) Students Welfare Fund Rs. 10.00
- (xiii) Students Union Subscription Rs. 50.00
- (xiv) D.S.A Fee (Only for Day Scholar Students) Rs. 10.00
- (xv) Fee for Wall Magazine Rs. 5.00
- (xvi) Fee for Pioneer Rs. 5.00
- (xvii) Fee for Sports Rs. 20.00
- (xviii) Fee for Horizon Rs. 5.00
- (xix) Alumni Index Rs.100.00
- (xx) Admission fee equal to one month tuition fee (for new entrants to a course)
- (xxi) Fee for Insurance(Students Safety Insurance Scheme approved by Syndicate) Rs. 2.00
- (xxii) One time Bus Fee from each student at the time of admission Rs.75.00

- (xxiii) Advance Bus Fare for 6 months as first installment for Day Scholar residing at Sambalpur and expected to come by University Bus Rs.1260.00

**Note:**

1. The Candidate can seek refund of proportionate amount of bus fare after becoming a boarder.
2. Bus fare will be realized in two instalments in a session (i.e., Jan. to June and July to Dec. respectively)

- (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) Caution money(one time) Rs.1000.00 (refundable after completion of course to be claimed within 3 years)

- (xxix) Scholarship, stipend, refund, etc. due to be paid to bonafide student of the University will be paid by order cheque only. The students are, therefore, advised to open one Saving Bank Account in the Bank functioning in the Campus at Jyoti-Vihar immediately after admission into any course of the University.

- (xxx) 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 Rs.100.00 to be attended (refundable at the end of the course less cost breakage if any)

- (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 labo-





ratory are to pay Rs.750/- and to Science Departments and other Departments with laboratory are to pay Rs.1500/- as infrastructure development fee.

(ii) The P.G. Departments other than Computer Science, Physics, Mathematics and Statistics having Computer theory and / or Practical as part of the course curriculum shall collect one time fee of Rs.600/- from each student at the time of admission to run the course.

- B. Besides the fee at 14(A), Rs.20,000/- per semester is payable for M.Phil. in Computer Science.

#### 15. 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) Brahmaputra, 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-8% and ST-12%**
- (v) **ADMISSION**
- a. Students seeking admission in to the Hostels shall have to apply with two passport size recent (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.
- (I) SEAT RENT(Except Mahodadhi)**
- (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) Hostel Security Fee Rs.200/- per annum  
(Non refundable)  
(v) 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/outside in the hostel without permission of the Hostel Superintendent.
- Leaving Jyoti Vihar without intimating the hostel authority.
- Consumption of alcohol and / or any other 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.



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

- (i) 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).

**LIST OF P.G. DEPARTMENTS AND FACULTIES HAVING M.PHIL. COURSES**

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# **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
- \* Fined upto Rs.2.5 lakh
- \* 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***