

Annexure – II

Guidelines for Registration of Colleges to offer Honours with Research in the Fourth Year of FYUGP

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The colleges fulfilling the requirements of adequate infrastructure as well minimum required eligible faculty shall be registered for offering Honours with Research for the fourth year of FYUGP from the session, 2025 and onwards, as long as they retain the required infrastructure and the minimum required eligible faculty strength. The details of the policy are as under:

1. Identification of Colleges and Courses

The university shall annually notify list of colleges and subject wise research supervisors based on the recommendations of the Higher Education Department, subject to fulfilment of the UGC conditions regarding physical infrastructural, library and laboratory facilities, availability of high-speed internet connectivity, subscription to online Research Journals and eligible teaching faculty. The Higher Education Department shall provide institution-wise details about the Subject/s for which research component is proposed along with physical infrastructure and eligible teachers in concerned/allied subjects available.

2. Eligibility for Undergraduate Research Supervisors

Faculty members with Ph. D. Degree working on substantive basis in a subject offered as a Major discipline in a College/HEI shall be registered as Undergraduate Research Supervisors on the basis of recommendations of the Higher Education Department. While determining eligibility of a college for its recognition to offer Honours with Research in any subject, based on eligibility, faculty members in its allied subjects/disciplines shall also be considered in addition to minimum one eligible faculty member of the subject under reference. Further, for instance, if in a college there is only one eligible Undergraduate Research Supervisor available in each of the two Major Subjects A and B, and the two subjects are allied to each other, the college shall be allowed to offer research mode in both the subjects. It may be pertinent to mention that UGC-FYUGP guidelines mandate at least two Registered Undergraduate Research Supervisors in a subject offering Undergraduate Research component.

Each Undergraduate Research Supervisor may supervise a maximum of 10 students at a time. However, in case any of the faculty member/s is/are from allied subject/s, he/she/they shall supervise the students independently/jointly. The work load in case of joint supervision shall be treated as 0.5 for each supervisor.

In case of any exigency including the retirement/demise/termination or any other reason that makes the supervisor unavailable for the student/s, the HoI shall approach the eligible Research Supervisor/s from within or outside the college to complete the student's research project with intimation to the Controller of Examinations.

3. Eligibility for students to Join Research Mode

FYUGP(UGC) Guidelines and University Statutes prescribe that a student must have a CGPA of at least 7.5 (75% Marks) up to 6thSemester as the basic eligibility requirement for admission to the 7thSemester in Honours Mode with Research.



4. Changes in Institutional Eligibility

The Higher Education Department shall intimate the university about changes, if any, in any institution/s in terms of infrastructure, faculty strength or anything that changes the eligibility and recognition status of the institution/s and faculty for further course of action on the part of the university.

5. Parameters and Review Mechanism

Each college shall constitute a subject-wise Research Project Committees (RPCs), chaired by the concerned Head of the Department (HoD)/Senior most Research Supervisor for providing guidance to the students and reviewing dissertations. Each RPC may also include subject expert/s from other Colleges/University departments to ensure diversity and objectivity in the review process.

The concerned Boards of Undergraduate Studies (BOUS)/Research Project Committees (RPCs) shall be responsible for deciding the parameters of the research component and the framework for the Dissertation/Internship.

Each student will be guided and supervised by a member of the teaching faculty of the Institute, who will initially facilitate the preparation and submission of the proposed plan of the Project for approval.

The project Dissertation/report, as per the recommendations of the concerned BOUS/ RPC shall be organized as per the following chapter scheme:

- a) **Introduction & Review of Literature (Mandatory)**
- b) **Methodology/Materials & Methods/Experimental Design**
- c) **Results/Analysis & Discussion**
- d) **Summary/Conclusion/Recommendations**
- e) **References/Bibliography**

Note: The above chapter scheme is indicative in general. However, with reference to b, c, d and e above, the exact titles/nomenclature, number and classification of chapters can be decided by BOUS/ RPC concerned as may be deemed appropriate in the subject concerned.

6. Submission of Dissertation:

The student shall submit, a hard bound copy of the Dissertation with the prescribed certificate on the first page duly signed by the student, the supervisor/co-supervisor concerned, if any, in the Department. The title of the Dissertation, name of student, name of the department, institution, day, month and year of submission shall be printed in bold letters on the title page of the dissertation. Where the evaluators suggest any improvement/modification in the Dissertation, the student shall be asked to make desired improvement/modification in consultation with his/ her supervisor and submit the same not later than two months from the date of communication of the decision to the student and Dissertation shall be then evaluated by the same examiner and in case of his/ her non availability, then by another approved examiner.

Where a student fails to submit the dissertation within the prescribed date and time (period) due to certain exigencies or his or her dissertation is rejected by the evaluators, he/she shall be given an option of submitting/re-submitting the dissertation not before three months from the last notified date of submission. This relaxation shall be recommended by the below mentioned three member Committee:

1. Head of the Department (chairman)
2. Supervisor (concerned)
3. Senior-most faculty (concerned)

The recommendations of the committee shall be endorsed by the concerned Principal and an intimation be forwarded to the Controller of Examinations, University of Kashmir.

However, there shall be no change in the stipulated time period for the completion of the degree.

7. Final Assessment of the Research Project

The Controller Examinations of the University shall appoint subject experts for evaluating Dissertation write-ups and subsequently conducting on spot evaluation of the students' presentations along-with the Internal Examiner (concerned supervisor) and the HoD/Senior Faculty concerned (Chairman, Committee). The evaluation shall be as per the below mentioned breakup:

Total Credits	12
Dissertation write up	200 Marks
Presentation/Defence based on the Research Project before the Panel of Examiners comprising the Supervisor, HoD and External Examiner from sister College or the University Department	100 Marks
Total	300 Marks

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