



'A' Grade
NAAC Re-accredited
(3rd Cycle)

॥ अंतरी पेटवू ज्ञानज्योत ॥

उत्तर महाराष्ट्र विद्यापीठ

उमवि नगर, जळगाव

प्र-कुलगुरु कार्यालय

जा.क्र.उमवि/११/संशोधन/एम.फिल/2274/२०१८

दिनांक : २४.०५.२०१८

प्रति,

१. मा. संचालक,
विद्यापीठ प्रक्षेत्रावरील सर्व प्रशाळा,
उमवि, जळगाव
२. मा. प्राचार्य,
उमविशी संलग्नित सर्व महाविद्यालये व संशोधन केंद्रे,

विषय:- उत्तर महाराष्ट्र विद्यापीठाने तयार केलेल्या एम.फिल. नियमावलीच्या मसुद्यावर सूचना/माहिती मागविण्याबाबत..

महोदय/महोदया,

उपरोक्त विषय अनुषंगाने विनंती करण्यात येते की, उत्तर महाराष्ट्र विद्यापीठ, जळगाव यांच्या मार्फत एम.फील. अभ्यासक्रम सुरू करण्याचे प्रस्तावित आहे. तदनुषंगाने, विद्यापीठामार्फत समिती गठित करण्यात आली होती. समितीने मागील काळात विद्यापीठाच्या वतीने ज्या विद्यापीठ प्रशाळांमध्ये/महाविद्यालयांमध्ये/केंद्रावर एम.फिल. अभ्यासक्रम सुरू होता, त्यांच्याकडून विद्यापीठाने तयार केलेल्या नवीन एम.फिल. नियमावलीच्या मसुद्यावर आवश्यक त्या सूचना/माहिती मागविण्याबाबत ठराव पारीत केला आहे. विद्यापीठाने तयार केलेला नवीन एम.फिल. नियमावलीचा मसुदा विद्यापीठाच्या संकेतस्थळावर आपल्या माहितीसाठी उपलब्ध करून देण्यात आलेला आहे.

तरी विद्यापीठाच्या प्रस्तावित केलेल्या नवीन एम.फिल. नियमावलीच्या मसुद्यावर आवश्यक त्या सूचना/माहिती विद्यापीठास लवकरात लवकर कळवावी, ही विनंती.

कळावे,

आपला विश्वासू,

(जी.एन. पवार)

उपकुलसचिव

☎ : (९१) ०२५७-२२५८४०९ (कार्यालय)

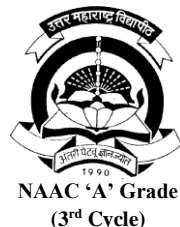
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वेबसाईट : www.nmu.ac.in

ई-मेल: pvc@nmu.ac.in

ppmahulikar@rediffmail.com



RULES AND PROCEDURE FOR THE
AWARD OF DEGREE OF MASTER OF
PHILOSOPHY (M.Phil.)

NORTH MAHARASHTRA UNIVERSITY, JALGAON

NOTIFICATION/2017 Ph.D. Section w.e.f. ----- 2017

- Reference:**
- 1) University Grants Commission's minimum standards and procedure for awards of M. Phil/Ph.D. degree Regulation, 2009 published in the Gazette of India, No. 28 dated July 11-17, 2009 in Part III, Section 4.
 - 2) Revised rules for Ph.D. issued vide circular No. 107/2010, dated 21.06.2010.
 - 3) Revised rules for Ph.D. issued vide circular No. 147/2012, dated 31.07.2012.
 - 4) University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D Degrees) Regulations, 2016 published in the Gazette of India, No. 278 in Part III, Section 4, dated July 5, 2016.

Preamble:

The revised rules and procedure are framed for the candidate who have applied/registered for the degree of Master of Philosophy (M.Phil.) in the North Maharashtra University, Jalgaon. The candidate registered before the date of these rules and procedure, will be governed by the earlier rules.

The North Maharashtra University, Jalgaon offers research programmes in different subjects and in inter-disciplinary areas leading to the Degree of Master of Philosophy. A regular full time candidate shall work in a University Schools/Departments, Research Institutes/Centers (in colleges or industries) or recognized place of research by North Maharashtra University, Jalgaon. The rules regarding eligibility, procedure for conduct of entrance test, structure of entrance test, interview, allotment of research guide, submission of application, provisional registration, course work, supervision, submission and evaluation of thesis, appointment of external examiners, viva-voce/defense, depository with UGC, declaration of result of thesis shall be as follows :

1. Eligibility criteria for admission to M.Phil. programme:

For admission to the M.Phil. programme in a related subject in the faculty, applicants fulfilling the following criteria shall be treated as eligible:

- 1.01 Candidates for admission to the M.Phil. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an 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 or authorized by an 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 quality and standards of educational institutions.

1.02 A relaxation of 5% of marks, from 55% 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 Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

1.03 Persons holding the rank of Asstt. Director/Scientist B or above and working in National Laboratories / Institutes / Government/Private Organizations nominated/sponsored by the respective employer, shall be eligible for admission to M.Phil. programme.

Above mentioned rules are also applicable to the foreign candidate who has obtained a Masters' Degree from the statutory Indian Universities.

1.04 Persons with exceptional abilities who have passed Graduate Degree Examination with 55 % of marks and with 15 years' experience after graduation in related fields at the discretion of the Vice-Chancellor.

1.05 Graduate Senior citizen of age 60 years and above in exceptional cases at the discretion of Vice-Chancellor.

1.06 The members of the Institute of Chartered Accountant and / or Institute of Cost and Works Accountant and / or having qualification of Institute of Company Secretaries of India shall be considered eligible for registration for M.Phil. in any subject in the faculty of Commerce and Management provided that they possess a Bachelor's Degree of any statutory University.

1.07 The candidate having passed Masters' degree (Partly by Paper Partly by Research) from North Maharashtra University, Jalgaon.

2. Eligibility criteria for Research Guide, Co- Guide, Number of M.Phil./Ph.D. scholars permissible per Supervisor, etc.

2.1 Any regular Professor of the North Maharashtra University/ affiliated colleges and Institutions with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the North Maharashtra University/ affiliated colleges and Institutions with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Guide.

If any Assistant Professor has applied for research guide, he/she should have minimum 5 years teaching experience at university/affiliated college or institution.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Guide with reasons recorded in writing.

- 2.2 Only a full time regular teacher of the schools and affiliated colleges of North Maharashtra University can act as a Guide. The external guides are not allowed. However, Co-guide can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the recommendation of the RRC.
- 2.3 A Research Guide/Co-Guide who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and eight (8) Ph.D. scholars. An Associate Professor as Research Guide can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor as Research Guide can guide up to a maximum of one (1) M.Phil. and four (4) Ph.D. scholars.

3. Duration:

- 3.1 M.Phil. programme shall be for a minimum duration of two (2) consecutive semesters / one year and a maximum of four (4) consecutive semesters / two years.
- 3.2 Extension beyond the above limits can be given only if considerable work has been done by the candidate.
- 3.3 The women candidate and Person with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in addition to the maximum duration. In addition, the women candidate may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

4. Admission:

The admission for the M. Phil. degree shall be given in the University after undergoing the following procedures:

The candidate who are fulfilling the above criteria mentioned in (1) and qualified the M.Phil. Entrance Test (MET) devised and conducted by the North Maharashtra University, Jalgaon.

5. Rules for conducting Online M.Phil. Entrance Test:

An Entrance Test will be conducted in an online mode/process [at the center(s) assigned by the university]. The schedule will be displayed on University Website along with the Notification separately. The faculty wise and subject wise list of guide/s along with the seat/s vacancy will be displayed on university website before the conduct of the MET.

Online application for M.Phil. admission is compulsory for candidate willing to appear for MET as well as candidate claiming exemption from MET.

5.1 Structure of the Entrance Test:

There will be two papers i.e. Paper-I and Paper – II for the Online Entrance Test. The syllabi of Paper-I and Paper-II for various subjects covered under different Boards and Faculties are available on University website.

Paper – I: General Aptitude Test and Paper – II: Subject Specific Test.

These papers will have 50 questions each with multiple choice: Paper-I covering logical reasoning, numerical ability, reasoning, language aptitude and Paper-II is subject specific. Each correct answer carries 2 marks. There will be no negative marking system. Time duration for each paper is 60 minutes and will be conducted in online mode.

The Paper-II of Online Entrance Test will be displayed on the computer, **only** for the candidate who qualifies the Paper-I.

Candidate who scores 50 % marks and above (45 % marks and above, in case of reserved category candidate) in both the papers will be declared as PET Qualified.

5.2 Exemption from Entrance Test:

The candidate fulfilling one of the following conditions will be exempted from Ph.D. Entrance Test.

5.2.1 Candidate who has qualified GATE/GPAT and SET/NET/JRF examinations of the government affiliated bodies such as CSIR/UGC/ICAR/ICMR/DST/DBT or awarded with International/National/ State level Fellowships.

5.2.2 Person nominated/sponsored, with exceptional abilities and Senior Citizen as mentioned in 1.04, 1.05 and 1.06 on the recommendation of concerned RRC and approval of Vice-Chancellor.

5.2.3 Approved (unconditional) Teacher/Librarian/Physical Director working in the affiliated college/recognized institute of North Maharashtra University, Jalgaon having at least 5 years' experience at U.G. /P.G. level.

5.2.4 Foreign and NRI student after recommendation of International Students Cell.

5.2.5 Chartered Accountant and / or I.C.W.A. and / or Company Secretary who possesses a Post Graduate Degree of any statutory University.

5.3 Declaration of list of eligible candidate:

The subject wise lists of eligible candidate and exempted candidate will be displayed on university website after scrutiny of received applications for MET and exemption.

5.4 Schedule of Entrance Examination:

Entrance Test for M. Phil. programme will be conducted once in every year. The detail schedule of MET will be published well in advance along with subject-wise syllabi on the University website (www.nmu.ac.in).

5.5 Conduct of MET and Declaration of result:

The candidate eligible for MET will be communicated by SMS to download their hall ticket from their individual login.

As per the date, time and venue mentioned on hall ticket, the candidate has to appear for MET.

The list of MET qualified candidate will be published on the University Website.

The score of Paper – I will be valid for next two consecutive attempts from the date of declaration of result to appear for Paper-II and the score of MET will be valid for next three consecutive years.

6.0 Guide allotment:

The guides for MET qualified and exempted candidate will be allotted by the University/College as per vacancy of guides. The MET qualified students are eligible for guide allocation for **three** consecutive years.

The Faculty-wise and Subject-wise Guide Allotment Interview schedule will be displayed on University/College Website along with the Notification.

6.1 Allocation of Research Guide:

6.1.1 The allocation of Research Guide will be done by the constituted committee consisting of –

- | | | |
|------|----------------------------------|------------|
| (i) | Director of the School/Principal | - Chairman |
| (ii) | Head of the Department | - Member |
| (ii) | Subject Expert (senior teacher) | - Member |

6.1.2 The committee constituted as above shall allocate Research Guide/Co-guide (if applicable) to the candidate on the basis of interview in a formal manner.

6.1.3 Reservation Policy of State of Maharashtra shall be strictly followed for M. Phil. admission. However, the candidate from other than Maharashtra State Universities will be considered as open category.

6.1.4 The candidate who has applied under reservation category should bring his / her Domicile Certificate along with Caste Certificate and Non-creamy Layer Certificate, wherever applicable issued by Competent Authority.

6.1.5 Student working at National Laboratory/Institute may be permitted for registration with a Co-guide from same research place.

7.0 Provisional Registration:

The candidate who has been allotted Guide/Co-guide will be given provisional admission to the M. Phil. course and such letter will be issued to his/her individual login.

8.0 Supervision:

- (a) A Research Guide/Co-Guide who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D. scholars. An Associate Professor as Research Guide can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor as Research Guide can guide up to a maximum of one (1) M.Phil. and four (4) Ph.D. scholars.
- (b) In case, the guide of the candidate leaves the University/College/Institute or retires from service but continues to be the research guide of the university, the registered candidate who has completed two years, will be allowed to complete his/her work under the same guide.
- (c) Change of Guide: Normally a candidate shall be required to complete his/her research under the supervision of the guide recommended by the guide allocation committee for admission. However, the RRC may allow change of guide on the production of a 'No Objection Certificate' from the first guide and the acceptance letter (willingness letter) from the new guide. In case of such change, the candidate shall work, for a minimum period of one calendar year under the new guide before he/she submits the thesis.
- (d) In case of a dispute between a candidate and his guide, the RRC/Committee consisting of the following, shall examine the matter and then report to the Ph.D. section of university.
 - i) Dean of the concerned faculty. [Chairman]
 - ii) Chairman of BOS of concerned subject.
 - iii) One member of the concerned RRC.

The report shall include all observations meticulously and make specific recommendations on the basis of observations for the acceptance of the Vice-Chancellor.

If the matter is not resolved by the committee, the candidate may appeal to the Vice-Chancellor.

(e) **Research Advisory Committee (RAC):**

The constitution of the RAC committee is as below:

- 1. Director of the School/concerned Head of the Department or Principal of the concerned College - Chairperson
- 2. **Two** approved research supervisors in the concerned subject - Member

This Committee shall have the following responsibilities:

- i) To review the research proposal and finalize the topic of research.
- ii) To guide the research scholar to develop the study design and methodology of research.
- iii) To review periodically and assist in the progress of the research work of the research scholar.
- iv) A research scholar shall appear before the RAC once in six months to make a presentation of the progress of his/her work for valuation and further guidance. The recommendations of six monthly progress reports shall be submitted by the RAC to the Institution/ College and research scholar shall submit the scanned copy of the progress report through login within one month from the due date, otherwise entitled to pay the prescribed fine.
- v) In case the progress of the research scholar is unsatisfactory, the RAC shall record the reason/s for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the RAC may recommend to the Institution/College and Ph.D. Section of the University with specific reason/s for cancellation of the registration of the research scholar.
- vi) If a candidate fails to submit three reports consecutively, his/her registration shall liable to be cancelled. Online auto-generated letter will be issued to the login of candidate and guide and also SMS alert will be sent. However, candidate will be allowed to continue his/her research only on the recommendation of RAC, Dean of the faculty and Ph.D. section of university after the approval of the Vice-Chancellor, if he/she applied for continuation within one month from the date of letter.

9.0 Course Work:

9.1.1 The Course Work is compulsory to each provisionally registered student and the duration is of one semester. The candidate eligible for. Course Work examination is required to qualify the Papers PP-01 and PP-02 successfully. The course work is of 08 credits and the bifurcation of credits is as mentioned below,

Course No.	Contents	Credits
PP-01	Research Methodology	4
PP-02	Research topic based course	4

9.1.2 The programme, pattern and syllabus of Course work will be declared from time to time on the University website.

9.1.3 The syllabus of the PP-01- Research Methodology covers areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. for following faculties,

- Faculty of Science & Technology
- Faculty of Commerce & Management
- Faculty of Humanities
- Faculty of Inter-disciplinary Studies

The Examination of Course Work No. PP-01 will be conducted by the University at the centers notified from time to time.

9.1.4 The Research Guide should conduct theory course PP-03 and submit the marks obtained by the student to Ph.D. Section.

9.1.6 For Visually Handicapped (VH) candidate thirty minutes extra time shall be provided separately for PP-01 and PP-02. They will also be allowed the services of assistant to scribe who would be a graduate in a subject other than that of the candidate. Those Physically Handicapped (PH) candidate who are not in a position to write in their own handwriting can also avail these services by making prior request (at least one week before the date of theory examination) in writing to the Ph.D. section of university. Extra time and facility of scribe would not be provided to other Physically Handicapped candidate.

9.1.7 There will be an objective type papers PP-01, which will be conducted in one session by the university. There will be no negative marking for these papers.

9.1.8 The Research Guide will conduct/supervise the Course PP-02. The marks of this course will be submitted to Ph.D. section of university through Director/Principal of the concerned School/Department/Colleges. The details for conducting of Theory Course PP-02 are as below:

- a) The Research area based course (PP-02) is based on related research area for its examination for which the guide should ask the student to prepare and deliver TWO seminars of one hour duration each using LCD and submit the reports. The candidate will have to write Review article on his own research area. The weightage for each seminar will be of 40 marks and 20 marks for review article.
- b) The guide will have to submit CD of Seminar Report and review article along with marks statement to Ph.D. section of university through the Director of the School/ Principal of the College in or before one month, after completing six months from the date of registration.

The evaluation of the seminar components should be based on following four heads:-

Sr. No.	Heads	Marks	Evaluating Authority
1	Performance of the student in the collection	10	

	of reference materials for seminar		Concerned Guide
2	Content of the seminar	10	
3	Performance in presentation	10	
4	Viva-voce	10	
	Total marks	40	

Standard of passing

A M. Phil. student has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work (Subjects PP-01, PP-02) in order to be eligible to continue in the programme and submit the dissertation/thesis. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/NT/OBC (non-creamy layer)/differently-abled and other categories of candidate as per the decision of the Commission from time to time.

9.1.9 Grades for course work

Marks for each course work would be converted into grades as per 7 point scale. The candidate having grade below B (CGPA) shall have to obtain minimum B grade within next two consecutive attempts.

Grade will be awarded as per the seven point grading scale.

Marks obtained	Grade	Qualification
75-100	O	Outstanding
65-74	A	Very Good
55-64	B	Good
50-54	C	Average+
45-49	D	Average
40-44	E	Pass
00-39	F	Fail

9.1.10 Confirmation of Admission:

- i) The admission of the candidate for the M. Phil. degree shall be considered as confirmed only after successful completion of the course work, followed by presentation of Outline (Research Proposal) before RRC.
- ii) The applicant shall be required to make a brief presentation before the concerned RRC. The date of meeting of the committee for the presentation shall be communicated at least 15 days in advance by circular on university website/SMS/letter/fax/e-mail to the applicants.
- iii) The committee will prepare a report on the basis of presentation. In case of any suggestions given by the committee for improvement in the topic of research, the candidate shall make changes in consultation with the guide accordingly in the research proposal (research outline)

within one month from the date of presentation. On the recommendation of the Head of the concerned University Department, the Chairman (BOS) in the concerned subject and Dean of concerned faculty the revised research outline will be approved.

- iv) The date of registration will be considered from the date of allotment of the guide and the date of presentation before RRC will be considered as date of approval of research title.
- v) After receipt of registration letter, the candidate has to apply for eligibility within **one month** from the date of issue of the said letter.

9.1.11 As per the provision in the Ordinance No. 116, no candidate shall be allowed to register simultaneously for regular M. Phil. and for any other regular degree course in the same or different University.

10. Fee structure and Fine for the delay:

The fee structure and fine, during the process for M. Phil. degree will be as prescribed by the University authorities from time to time.

The prescribed fees after provisional and confirmed registration shall be paid within the due date as mentioned in the issued letter, otherwise candidate shall be entitled to pay the fine.

Any fees/fine paid for the admission will not be refunded.

11. Compilation of thesis:

The final thesis shall be presented in accordance with the following specifications-

- (i) The paper used for printing shall be of A4 size.
- (ii) Printing shall be in a standardized form on both the sides of the paper and in 1 ½ /double spacing. [For synopsis and Pre-Ph.D. thesis(Draft) also]
- (iii) A margin of 1 ½ inches shall be on the left and right hand sides and 1 inch on top and bottom sides.
- (iv) The card page for cover shall not be more than 330 gsm.
- (v) The title of the thesis, name of the University, degree, name of the candidate, name and affiliation of the research guide, place of the research work, and the month and year of submission shall be printed on the title page and on the front cover.
- (vi) The order of initial pages of the thesis shall be in following routine:
 - ❖ Front page (Black Leather cover) with golden embossed text and then Title page.
 - ❖ Certificate of Guide mentioned with the standards of research.

❖ Declaration of Research Scholar mentioned with the standards of research.

(vii) Side cover should mention 'Ph.D. thesis' on the top, 'Name of the candidate' and 'month' and 'year' at bottom. The horizontal space between this shall include the 'research title'.

(viii) The fonts for English typing shall be "Times New Roman" (Font size 12 for subject text, 14 'Bold' for Title/sub title and 16 'Bold' for Chapter Title) and for Marathi "Devanagari" (Font size 14 for subject text, 16 'Bold' for Title/sub title and 18 'Bold' for Chapter Title).

12. 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.

(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 member of the RRC

(e) The evaluation of candidates for the M.Phil. degree shall be done according to the following grading system :

Marks for each course work would be converted into grades as per 7 point scale. The candidate having grade below B (CGPA) shall have to obtain minimum B grade within next two consecutive attempts.

Grade will be awarded as per the seven point grading scale.

Marks obtained	Grade	Qualification
75-100	O	Outstanding
65-74	A	Very Good
55-64	B	Good
50-54	C	Average+
45-49	D	Average
40-44	E	Pass
00-39	F	Fail

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	Credits
Semester I	
Course I	4
Course II	4
Course III	4
Semester II	
Course I	4
Course II	4
Course III	4
Dissertation	12
Seminar	4
Viva Voce	4

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

13. Final Viva-Voce and defense of the thesis:

- a) The Chairman for the Viva-voce / defense of the thesis shall be appointed by the Vice-Chancellor in his capacity as Chairman, Board of Examinations.
- b) The open defense of the thesis shall take place in the presence of Chairman, external and internal examiners. The examiners shall jointly evaluate the performance of the candidate. The role of Chairman shall be to conduct viva-voce in order. The Chairman will not have any role in the evaluation process of the candidate during viva-voce.

14. Declaration of result:

After receipt of satisfactory viva-voce examination report, the Ph.D. section of the university shall issue the notification immediately after the approval of the Vice-Chancellor.

15. Thesis submission in UGC Repository:

Following the successful completion of the evaluation process and announcements of the award of M.Phil. the University shall submit a soft copy of the M.Phil. thesis to the UGC within a period of thirty days, for hosting the same in INFLIBNET, which will be then accessible to all Institutions/Universities.

16. On the points which are not specially covered in these rules, the necessary decision will be taken by the University authorities accordingly.
