

SANTOSH

Deemed to be University

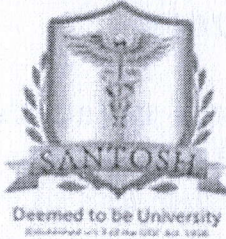


1.2.1 Percentage of Programmes in which Choice-Based Credit System (CBCS) / Elective Course System has been implemented, wherever provision was made by the Regulatory Bodies

Minutes of Relevant Academic Council/BoS Meeting

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(Established u/s 3 of the UGC Act, 1956)

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**MINUTES OF THE 35th ACADEMIC COUNCIL HELD ON 24.07.2019
AT 03.30 PM IN THE MAHARAJA HALL, SANTOSH MEDICAL
COLLEGE, GHAZIABAD, NCR DELHI.**

The Members of the Academic Council who were present in the Meeting the Attendance list is attached in this regard.

At the outset, the Officiating Vice Chancellor Dr. Tripta S Bhagat, welcomed all the members of the Academic Council.

The following Agenda Items were taken up for discussion:

Item: 1

**CONFIRMATION OF THE MINUTES OF 34th MEETING OF THE
ACADEMIC COUNCIL HELD ON 29.03.2019 AT 02.30 PM.**

The Minutes of 34th meeting of the Academic Council held on 29.03.2019 at 2.30 PM were circulated to all members of Academic Council for their information and comments, if any. No comments were received; hence, the Minutes **were confirmed.**

Item: 2

**ACTION TAKEN ON THE MINUTES OF 34th MEETING OF THE
ACADEMIC COUNCIL HELD ON 29.03.2019 AT 02.30 PM.**

The Action Taken on the Minutes of 34th meeting of the Academic Council held on 29.03.2019 at 2.30 PM were circulated to all Members of the Academic Council for their information and comments, if any. No comments were received; hence, the Minutes **were confirmed.**

BDS, II BDS, III BDS AND IV BDS FOR THE NEW SESSION OF EACH BATCH TO BE STARTING FROM 1ST AUGUST 2019.

The Members/ Chairpersons of the Academic Council **noted** that following teaching schedules for August / September 2019 new session of each batch have been compiled and printed and will be distributed to the students as well as to the concerned department's faculty and appreciated the same and decided that the same may also be continued in future.

1. I MBBS [Revised as per MCI] - 2019 Batch
[Regulations and Syllabus cum Teaching Schedule]
2. II MBBS - 2018 Batch
3. I BDS - 2019 Batch
4. II BDS - 2018 Batch
5. III BDS - 2017 Batch
6. IV BDS - 2016 Batch

D. TO CONSIDER THE CHOICE BASED CREDIT SYSTEM FOR MASTER OF SCIENCE MEDICAL PROGRAMME OFFERED AT SANTOSH MEDICAL COLLEGE & HOSPITAL, SANTOSH DEEMED TO BE UNIVERSITY, GHAZIABAD, NCR DELHI.

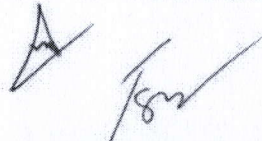
The Members / Chairpersons of the Academic Council considered in detail the **recommendations/Minutes** of the BOS regarding implementation of Choice Based Credit System for the M.Sc. Medical Courses offered from the Academic year 2019-20 onwards at Santosh Medical College & Hospital, Santosh Deemed to be University, Ghaziabad, NCR Delhi, and **approved** the same as under:

1. PREAMBLE

The degree of Medical Master of Science (M.Sc.) in Faculty of Medicine shall be awarded to a candidate who, as per these regulations, has successfully undergone the programme, passed the prescribed Theory; Practical / Clinical Examinations and thereby qualified to receive the degree.

2. GENERAL CONSIDERATIONS AND TEACHING APPROACH

There is a definite shift from the traditional towards advancements in Medicine, Science and Technology and the increasing needs deeper analysis of microorganisms, diagnosis, disease caution, chemical combinations, biological reactions, investigation of anatomical structures etc. leading to worthwhile researches in the fields of Anatomy, Physiology, Biochemistry and Microbiology. Such specialists like all other health professionals are confronted with many ethical problems. It is therefore absolutely necessary for each and every one, dealing with health care and related fields, to prepare them to deal with a lot many problems. To accomplish this and



develop human values, it is desired that all the trainees undergo ethical sensitization by lectures or discussion on ethical issues, discussion of cases with an important ethical component, and to facilitate the same, it is decided to have the Choice Based Credit System (CBCS) for the students opting the Medical M.Sc., programme of the University.

The Choice Based Credit System (CBCS) provides ample opportunity for multiple entries, large number of electives, flexible pace for earning credits, carryover of such credits, and choice of courses from other branches. Further it has the ability to accommodate diverse choices that the students may like to have as an abled Professional. In view of the above advantages it has been decided to implement the CBCS from the academic year 2020-21 onwards.

3. THE OBJECTIVES OF CBCS

3.1. To enrich the horizon of knowledge of students by means of Discipline Specific Core Course, Discipline Specific Elective Course, Generic Elective Course and Ability Enhancement Courses.

3.2. To ensure more interaction between the teacher and taught in class room and extra class room programmes.

3.3. To offer flexibility in choosing the courses of study according to their needs and learning capacity.

3.4. To enlighten the students on the rich culture of our nation and ethical values underlying real life situations.

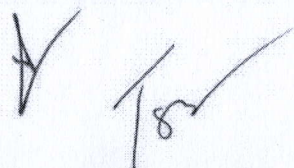
3.5. To allow the advanced learner to earn extra credits.

3.6. To expose the students to the world of social commitment through specially designed components more than the Curricular aspects like co-curricular and extra-curricular activities with a blend of more social responsibilities like Village adoption, Outreach programmes and other Industry interface programmes.

4. ELIGIBILITY FOR ADMISSION

4.1 All admission to Medical M.Sc. programme within the respective categories shall be based solely on the marks obtained in the qualifying examinations at the Undergraduate level in various specializations from a recognized University.

4.2 In order to be eligible for the Medical M.Sc. programme, a student must obtain a minimum of 50 % aggregate marks in Bachelor of Medical Lab Technology / B.Sc. Degree Examinations with Physics, Chemistry, Botany or Zoology in the main subjects.



4.3 The candidates who possess degree of BDS / BMLT / BOT / BPT / BMM / B.Sc. Degree with Physics, Chemistry, Botany or Zoology with 50 % Aggregate Marks as the main subjects, are eligible to apply.

4.4 There is no upper age limit for the students applying for the Medical M.Sc. programme

5. CUT OFF DATE

Candidates selected for admission to the Medical M.Sc. programme shall be admitted up to 30th September of the said academic year.

6. MEDIUM OF INSTRUCTION

English shall be the medium of instruction for all the courses of the Medical M.Sc. programme.

7. DURATION OF THE PROGRAMME

The period for the award of Medical M.Sc. degree shall be of three years duration for three academic years as full time candidate in the Institution including the period of examinations. The maximum period for completion of Medical M.Sc. Programme shall be six years from the date of admission to the said course, failing which the candidate must rejoin afresh

8. MIGRATION

Under no circumstances, the migration or the transfer of students undergoing post-graduate Medical Degree shall be permitted by the University or the authority. No inter-change of the specialty in the same institution or in any other institution shall be permitted after the commencement of session.

9. PROGRAM STRUCTURE

9.1. Curriculum

- a) The curriculum and the syllabus for the course pertaining to the M.Sc. Medical PG Programme are given separately as per their specialization.
- b) The curriculum and the syllabus for the course shall be prescribed by the Academic Council based on the recommendations of concerned Board of Faculty and Board of Studies and duly approved by the Board

of Management of the Institution Deemed to be University.

9.2. Components of Curriculum

There shall be six components for Medical M.Sc. curriculum extended throughout the entire period of study as follows:

SN	Components	No. of Courses	Theory Credits	Practical Credits	Total Credits
1	Discipline Specific Core Courses (Anatomy, Physiology, Biochemistry)	3T + 3P	12	12	24
2	Discipline Specific Specialty Courses viz. Anatomy, Physiology, Biochemistry & Microbiology	3T	18	-	18
3	Ability Enhancement Course (Optional)	1	2	-	2
4	Generic Elective Course (Optional)	1	4	-	4
5	Teaching Learning Requirements [Continuous Internal Assessment]	1	-	12	12
6	Practical / Clinical Postings	1	-	12	12
7	Dissertation & Viva-voce	1	-	14	14
Total		12 + 2	30 + 6	50	80 + 6 (optional)

a) Discipline Specific Core Courses (DSCC – as per (1) above):

The compulsory courses irrespective of the various specializations as per the Medical post-graduate programme form the Discipline Specific Core Courses of the said PG programme and it is mandatory for the students to compulsorily take up the said courses and its credits in order to complete the programme.

b) Discipline Specific Specialty Courses (DSSC – as per (2) above)

The Discipline Specific Specialty Courses are offered as per the various specializations opted as per the candidature and application for which the candidate is being admitted. The DSSC is offered as a combo of 3 papers which shall be examined at the end of the third year from the date of admission to the programme, however the candidate shall opt the programme of specialization at the beginning of the second year itself.

c) Ability Enhancement Courses (AEC) - Optional:

The Ability Enhancement Course has been designed with focus on competency / employability / skill development offered either on collaboration with partner Institutions / Industries, the said recognized MOOCs programme offered by any other Universities from time to time. The Ability Enhancement Course opted by the candidate shall not be considered for the calculation of CGPA and final classification of results as the nature of the course is being offered as non-CGPA course.

AEC offered by the Partner Institution / SWAYAM - MOOCs

- (i) Soft skill development
- (ii) Language and Communication Skill development
- (iii) Yoga and Wellness
- (iv) Analytical Skill development
- (v) Human value development
- (vi) Personality / Professional Development
- (vii) Employability Skills development

If a student wishes to opt for a MOOCs course, an appropriate **Three Member Committee** shall be formed by the Institution Deemed to be University headed by the Vice-Chancellor. The committee shall, on careful examination of the reliability and validity, including the examination patterns of the said MOOCs course, recommend the student for the entitlement of Credit transfer on production of the course completion / pass certificate / grade sheet indicating pass and duly approve the same in lieu of the Ability Enhancement Course offered by the University, provided that the corresponding entries in the transcript of the student shall be made as per the consideration of MOOCs course opted by the students.

d) Generic Elective Course (GEC) – Optional:

Fast track learners / advanced learners shall be entitled to opt for any one of the Generic Elective Courses from the pool of Courses offered as per his / her wish and interest for obtaining in depth knowledge and additional skills. The transcript of the student shall have entries showing his / her contribution towards the Generic Elective Course and shall have earned extra credit, which shall not be considered for calculation of CGPA.

List of GEC papers offered:

- i. Hospital Management
- ii. Medical Transcription
- iii. Basics of NABL / NABH Accreditations

- iv. Good Lab Practices / Good Clinical Lab Practices
- v. Introduction to SPSS package
- vi. Hospital Infection Control System
- vii. Biomedical Waste Management

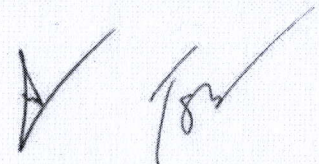
e) Teaching Learning requirements:

- i. Log Book: Every Medical M.Sc., student shall maintain a work diary / Log Book and record his / her acquired skills, during the training period duly certified by the various Heads of Departments where he / she has undergone training including outside the Institution, participation in the training programme conducted by the department such as day to day relevant record pertaining to his / her specialty must be maintained for presentation during final examinations. The record includes – case records and specialty, journal reviews etc.
- ii. Presentation by Candidate: Special mention may be made of the presentation by the candidate as well as details of clinical or laboratory procedures, if any conducted by the candidate. The work diary shall be scrutinized and certified the Guide once in three months, Head of the department and the Dean of Santosh Medical College and presented in the University Practical / clinical examinations.
- iii. Candidates are required to participate in the teaching and training program for the Under Graduate students.
- iv. Seminar, Journal club, Group Discussion and Participation in Clinical / Clinico-pathological Conferences
- v. Presentation of short HMRC papers in Conferences and improve on it and submit them for publication in reputed Journals.

The various teaching learning activities suggested above shall be minimum requirements and mandate for the completion of the said Medical M.Sc. programme.

f) Practical / Clinical Postings:

Practical / Clinical postings have been designed in view of the students to have hands on practice in various clinical skills and handling procedures for the requisite qualifications as prescribed by the statutory council norms from time to time. A rigorous practice on the skills such as communication, clinical examination, medical procedures or prescription, exercise prescription, latest techniques, evaluation and interpretation of results so as to undertake independent work as a specialist has been made available for the students.

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g) Dissertation:

The Medical M.Sc. students shall prepare a dissertation based on the clinical or experimental work or any other study conducted by them under the supervision of a recognized Guide.

10. YEAR WISE DISTRIBUTION OF CREDITS AND HOURS:

1st Year (For Credit Hours)

SN	Components	No. of Courses	Theory Credits	Practical Credits	Hours per week
1	Discipline Specific Core Course – I (Anatomy)	1	4	4	8
2	Discipline Specific Core Course – II (Physiology)	1	4	4	8
3	Discipline Specific Core Course – III (Biochemistry)	1	4	4	8
4	Practical / Clinical Postings	-	-	-	18
	Total	3	12	12	42

2nd Year (For Credit Hours)

SN	Components	No. of Courses	Theory Credits	Practical Credits	Hours per week
1	Discipline Specific Specialty Course – I	-	-	-	8
2	Discipline Specific Specialty Course – II	-	-	-	8
3	Discipline Specific Specialty Course – III	-	-	-	8
4	Teaching Learning Requirements [Continuous Internal Assessment]	-	-	-	8
5	Dissertation	-	-	-	10
6	Ability Enhancement Course (AEC) – Optional	1	2	-	2
7	Generic Elective Course (GEC) Optional	1	4	-	4
	Total	2	6	-	42 + 6 optional

3rd Year (For Credit Hours)

SN	Components	No. of Courses	Theory Credits	Practical Credits	Hours per week
1	Discipline Specific Specialty Course – I	1	6	-	6
2	Discipline Specific Specialty Course – II	1	6	-	6
3	Discipline Specific Specialty Course – III	1	6	-	6
4	Teaching Learning Requirements [Continuous Internal Assessment]	1	-	12	6
5	Practical / Clinical Postings	1	-	12	12
6	Dissertation	1	-	14	6
	Total		18	38	42

11. EXAMINATIONS

11.1. Eligibility

a) Attendance: Every candidate shall secure 80 % attendance during each academic year.

b) Progress and Conduct: Every candidate shall participate in seminars, journal review meetings, symposia, conferences, case presentations, clinics and didactic lectures during each year organized by the concerned department.

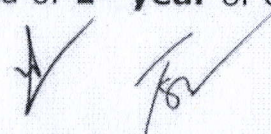
c) Work diary and log book: Every candidate shall maintain a work diary and log book for recording his or her participation in the training programmes conducted by the department. The work diary and log book shall be verified and certified by the Head of the Department of the Institution. The certification of satisfactory progress is based on the work diary and log book.

11.2 University Examinations

The University Examinations shall consist of theory, practical and clinical examinations and viva-voce and Pedagogy.

a) Theory Examinations:

There shall be a theory examination in the Discipline Specific Core Course, Discipline Specific Elective Course at the end of **1st year** of course



and **3rd year** of the course as given below. The question paper shall be set and evaluated by the concerned Department / Specialty.

First Year Theory Examinations:

SN	Components	Credits	Marks
1	Discipline Specific Core Course - I (Anatomy)	4	120
2	Discipline Specific Core Course - II (Physiology)	4	120
3	Discipline Specific Core Course - III (Biochemistry)	4	120
Total		12	360

First year theory examinations shall have three components as (i) Written Examinations (ii) Continuous Internal Assessment and (iii) Oral Examinations and shall be evaluated for a sum of **120 marks in each of the courses**. A sum total of all the three components shall have to be 50 % and above for students to have declared as pass in the theory examinations for each of the courses of the First year of study. The details of the components of theory examinations are as under:

(i) Pattern of question paper for First Year Written Examinations:

The students shall be evaluated for **80 marks** for each course [**3 courses**] of three hours duration of the following pattern

Section	Pattern	Marks per question	Total Marks
A	2 Essay Questions [10M each]	10	20
B	10 Short Notes [6M each]	6	60
Total			80

(ii) Continuous Internal Assessment for First Year:

Continuous Internal Assessment for the first year shall be for **20 marks** for each of the theory courses. The Continuous Internal Assessment shall be given prior to the University Theory Examinations. A minimum of 50% of marks is required for a student to be declared pass. Students with less than 50 % of Continuous Internal Assessment shall have to take up the unsuccessful course again in the subsequent year of study.

(iii) Oral Examinations for First Year:

Oral Examinations are mandatory for each course and shall be evaluated for **20 marks**.

Third year Theory Examinations:

SN	Components	Credits	Marks
1	Discipline Specific Specialty Course - I	6	100
2	Discipline Specific Specialty Course - II	6	100

3	Discipline Specific Specialty Course – III	6	100
	Total	18	300

Third year theory examinations shall have four components as (i) Written Examinations (ii) Continuous Internal Assessment (iii) Dissertation (iv) Oral / Viva Examinations and shall be evaluated for **550 marks**. A sum total of all the four components shall have to be 50 % and above for students to have declared as pass in the theory examinations for each of the courses of the Third year of study. The details of the components of theory examinations are as under:

(i) Pattern of question paper for Third Year Written Examinations:

The students shall be evaluated for **100 marks** for each course [**3 courses**] of three hours duration of the following pattern

Section	Pattern	Marks per question	Total Marks
A	2 Essay type Questions [20M each]	20	40
B	10 Short Notes [6M each]	6	60
	Total		100

(ii) Continuous Internal Assessment for Third Year:

Continuous Internal Assessment for the third year shall be for **150 marks**. The Continuous Internal Assessment shall be given prior to the University Theory Examinations. A minimum of 50% of marks is required for a student to be declared pass. Students with less than 50 % of Continuous Internal Assessment shall have to redo the entire third year courses again.

(iii) Dissertation:

Dissertation shall be a mandatory component for the M.Sc. Medical Degree programme and shall be evaluated for **40 marks**. Each student shall be allotted a topic of research as per the interest of the respective student guided by a mentor for undergoing the research. Every candidate appearing for the post-graduate degree examination shall, at least six months prior to the Final Year Examinations, submit four typewritten copies of dissertation undertaken by the candidate, prepared under the direction and guidance of his / her guide. The dissertation so submitted shall be referred to the external examiners for their examination, and acceptance of it shall be a condition precedent to allow the candidate to appear for the written part of the examination.

Provided further that if the dissertation is rejected by the examiner, the examiner shall assign reasons therefore with suggestions for its improvement to the candidate and such candidate shall submit his / her dissertation to the same examiner who shall accept it before appearing in the examinations.

(iv) Viva-Voce:

The post-graduate students whose dissertations have been approved by the external examiners shall appear for the Viva-Voce Examinations for **60 marks**.

b) Clinical / Practical Examinations:

Clinical / Practical Examinations is designed to test the clinical skill, performance and competence of candidate in skills such as communication, clinical examination, medical / dental procedures or prescription, exercise prescription, latest techniques, evaluation and interpretation of results so as to undertake independent work as a specialist. The University provides ample opportunity for the candidate to perform in various clinical procedures.

The practical / clinical examination in all the specialties shall be conducted for the candidates. Provided that the practical / clinical examination may be extended for one more day if not required. The practical / clinical examinations shall be conducted on selection of external examiners (approved by the Vice-Chancellor from a panel of examiners) of respective discipline made from the panel of examiners suggested by the HoD.

i) First Year Practical Examinations:

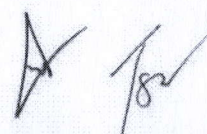
The practical / clinical examination for the **First Year** shall be evaluated for **80 marks** in each of the courses with a provision for internal marking scheme as follows:

SN	Courses	Credits	Internal	External	Total Marks
1	Discipline Specific Core Practical – I [Anatomy]	4	20	60	80
2	Discipline Specific Core Practical – II [Physiology]	4	20	60	80
3	Discipline Specific Core Practical – III [Biochemistry]	4	20	60	80
	Total	12			240

A student shall be declared to have passed the First Year Practical Examinations only when he / she has obtained 50 % and above marks in Internal component and 50 % and above in the sum total of the Internal and External component of each of the practical courses.

ii) Final Year Practical Examinations:

The practical / clinical examination for the **Final Year** shall be evaluated for **250 marks** in each of the courses with a provision for internal



marking scheme as follows:

SN	Courses	Credits	Internal	External	Total Marks
1	Practical / Clinical Postings	12	50	200	250

A student shall be declared to have passed the Final Year Practical examinations only when he / she has obtained 50 % and above marks in Internal component and 50 % and above in the sum total of the Internal and External component of the practical course.

12. EXAMINERS

12.1. Theory Examinations for Ability Enhancement Courses / Generic Elective Courses:

- i. The Ability Enhancement Course / Generic Elective Course offered by the Industrial Collaboration / MOOCs Courses, the assessment shall be done as per the evaluation standards set forth by the Partner Institution / Industry / MOOCs evaluator, and the same shall be considered valid and reliable. The Industry shall evaluate the students as per their respective norms and certify through a certificate that the students have successfully completed the respective course. The students on producing the respective course completion certificate shall be entitled for credit transfer as per the UGC.

12.2. Practical / Clinical Examinations & Dissertation & Viva-voce Examinations:

There shall be two examiners in each subject. Out of them, one shall be external examiner and one internal examiner. The external examiner shall be from other Universities / Institutions.

13. QUALIFICATION AND EXPERIENCE FOR EXAMINERS

The qualification and experience for appointment of an examination shall be as under:

- i. Shall possess qualification and experience as Professor in a Post-Graduate Degree Programme of the same subject / allied subject;
- ii. The internal examiner in a subject shall not accept external examinership in a college for the same academic year;
- iii. No person shall be appointed as an external examiner for the same institution for more than two consecutive years. However, if there is a break of one year, the person may be re-appointed.

14. MALPRACTICES

Malpractices, of any kind or degree, shall be viewed very seriously by the Institution Deemed to be University. If a candidate indulges in

malpractice in any internal test / model examination / end semester examination, he / she shall be liable for punitive action as prescribed by the rules and regulations of the Deemed to be University.

15. EQUIVALENT GRADE POINTS

The marks obtained by the candidates shall be equated to the respective grade points as under:

Range of Marks	Explanation	Letter Grade	Grade Point (GP)
90 & above	Outstanding	O	10
80 – 89	Excellent	A++	9
70 – 79	Very Good	A+	8
60 – 69	Good	A	7
50 – 59	Average	B	6
Less than 50	Fail	F	-
Absent	Absent	AB	-

16. PASSING REQUIREMENTS

16.1. First Year Passing requirements:

A candidate shall be declared to have passed in each of the Discipline Specific Core Courses [Anatomy, Physiology and Biochemistry] if he / she has secured a Grade Point of **6 and above** on an aggregate of the respective theory and practical courses.

16.2. Third [Final] Year Passing requirements:

A candidate shall be declared to have passed in each of the Discipline Specific Specialty Courses if he / she has secured a Grade Point of **6 and above** in the theory courses.

17. SUPPLEMENTARY EXAMINATION

Students, who have failed in any of the theory / practical courses in any of the years, shall apply for the supplementary examinations conducted in the subsequent Examinations after 6 months.

18. METHODS FOR REDRESSAL OF GRIEVANCES IN EVALUATION OF ANSWER SCRIPTS

Students who are not satisfied with the grades awarded shall seek redressal as follows:

- (i) Re-totaling of answer scripts shall be made available for the students within 30 days after declaration of result along with the payment of prescribed fee.

19. CLASSIFICATION OF PERFORMANCE

Classification of performance of students in the examinations pertaining to the courses in a programme shall be arrived at on the basis of numerical value of Cumulative Grade Point Average (CGPA).

19.1. Yearly Grade Point Average (YGPA)

On completion of a year, each student is assigned a Yearly Grade Point Average which is computed as below for all courses registered by the student during that semester.

$$\text{Yearly Grade Point Average (YGPA)} = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

Where C_i is the credit for a course in that semester and G_i is the Grade Point earned by the student for that course. The YGPA is rounded off to two decimals.

For Example:

The credits earned by the candidate in the DSCC-I, II, III including theory and practical will be 8, 8 & 8 respectively ---- [1]

The grade point obtained by the candidate on equating the aggregate marks of theory and practical component of DSCC-I, II & III may be

6.8, 7.5 & 8.2 respectively ---- [2]

The total credits including Theory & Practical Components for DSCC-I, II & III are 8, 8, 8 credits respectively [4 theory & 4 practical] ---- [3]

Then the YGPA will be:

$$\begin{aligned} &= \frac{\text{DSCC-I [1]} \times [2]}{[3]} + \frac{\text{DSCC-II [1]} \times [2]}{[3]} + \frac{\text{DSCC-III [1]} \times [2]}{[3]} \\ &= \frac{8 \times 6.8}{8} + \frac{8 \times 7.5}{8} + \frac{8 \times 8.2}{8} \\ &= \frac{54.4 + 60 + 70.4}{24} \\ &= \frac{184.8}{24} \\ &= 7.7 \quad \text{----- [YGPA for First Year]} \end{aligned}$$

19.2 Cumulative Grade Point Average (CGPA)

The overall performance of a student at any stage of the Degree programme is evaluated by the Cumulative Grade Point Average earned (CGPA) up to that point of time.

$$\text{Cumulative Grade Point Average (CGPA)} = \sum_j \left\{ \frac{\sum_i (C_{ij} \times G_{ij})}{\sum_i C_{ij}} \right\}$$

Where 'j' indicates the year number, 'i' indicates the course number in the year 'j', C the credit for a course in any year and G is the grade point earned by the student for that course. The CGPA is rounded off to two decimals.

20. CLASSIFICATION OF SUCCESSFUL CANDIDATES

Classification of successful candidates shall be made based on the CGPA of theory and practical separately in the final year as under:

20.1 Theory Classification

- a) A successful candidate who secures CGPA not less than 8.50 in aggregate and passing all courses in his/ her first appearance will be declared to have passed in First class with Distinction.
- b) A successful candidate who secures CGPA not less than 7.0 in aggregate and passing all courses within the three years of programme duration will be declared to have passed in First Class.
- c) Candidates who do not fall under clause 1.19.1 (a) & (b) but have passed all the courses as per regulations with a CGPA above 6.0 shall be declared to have passed in Second Class.

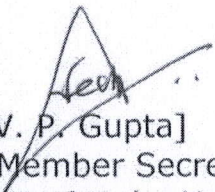
20.2 Practical Classification

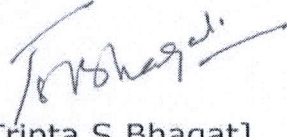
- a) A successful candidate who secures CGPA in Practicals not less than 8.50 in his/ her first appearance will be declared to have passed in First class with Distinction.
- b) A successful candidate who secures CGPA in Practicals not less than 7.0 will be declared to have passed in First Class.
- c) Candidates who do not fall under clause 1.19.2 (a) & (b) but have passed with a CGPA above 6.0 shall be declared to have passed in Second Class.

Final Classification:

Category	CGPA [Theory]	CGPA [Practical]
First Class with Distinction	8.50 & Above	8.50 & Above
First Class	7.00 – 8.49	7.00 – 8.49
Second Class	6.00 – 6.99	6.00 – 6.99

The Meeting then came to an end with a vote of thanks to the Chair.


[Dr. V. P. Gupta]
Registrar & Member Secretary
Santosh Deemed to be University,
Ghaziabad


[Dr. Tripta S Bhagat]
Officiating Vice Chancellor
Santosh Deemed to be University,
Ghaziabad



SANTOSH

Deemed to be University

(Established u/s 3 of the UGC Act, 1956)

MINUTES OF THE 42nd ACADEMIC COUNCIL HELD ON 24.02.2021 AT 3:00 PM IN THE MAHARAJA HALL, SANTOSH MEDICAL COLLEGE, GHAZIABAD, NCR DELHI.

The Members of the Academic Council who were present in the Meeting the Attendance list is attached in this regard.

At the outset, the Vice Chancellor Dr. Tripta S Bhagat welcomed all the members of the Academic Council.

The following Agenda Items were taken up for discussion:

ITEM: 1

CONFIRMATION OF THE MINUTES OF 41st MEETING OF THE ACADEMIC COUNCIL HELD ON 17.12.2020 AT 03.00 PM.

The Minutes of 41st meeting of the Academic Council held on 17.12.2020 at 3.00 PM were circulated to all members of Academic Council for their information and comments, if any. No comments were received; hence, the Minutes **were confirmed**.

ITEM: 2

ACTION TAKEN ON THE MINUTES OF 41st MEETING OF THE ACADEMIC COUNCIL HELD ON 17.12.2020 AT 03.00 PM.

The Action Taken on the Minutes of 41st meeting of the Academic Council held on 17.12.2020 at 3.00 PM **were noted** by the Members of the Academic Council.

ITEM: 3

TO CONSIDER THE MINUTES/ RECOMMENDATIONS OF THE 50th MEETING OF THE BOARD OF STUDIES HELD ON 22.02.2021 AT 3:00 PM.

The Members of the Academic Council considered in detail the **recommendations / minutes** along with **AGENDA** of the Board of Studies held on 22.02.2021 at 3.00 PM and **approved** as under as indicated against each:-

7) TO CONSIDER THE REVISED PH.D REGULATIONS FOR THE AWARD OF PH.D DEGREE IN MEDICAL AND DENTAL DISCIPLINES AT SANTOSH DEEMED TO BE UNIVERSITY, GHAZIABAD, NCR DELHI.

The Members of the Academic Council considered the **recommendations / minutes** of the Board of Studies and **noted** that the earlier Regulations for award of Ph.D Degree in Medical and Dental disciplines which were considered and **approved/amended by the Board of Management from time to time (in 23 meetings)** keeping in view of the University Grants Commission(UGC) Regulations and following in various deemed Universities/ Institutions.

The Members of the Academic Council considered the **Revision** of the existing Regulations for the award of Ph.D Degree in Medical and Dental Disciplines at Santosh Deemed to be University, Ghaziabad, NCR Delhi keeping in view of the Revised Regulations of UGC 5th May 2016 and 16th October 2018, further after comparison of the existing policy/ Regulations of the various Health Universities such as Manipal, Sri Ramachandra, AIIMS-New Delhi, AIIMS-Jodhpur etc and **approved** the same as under:

1. SHORT TITLE AND COMMENCEMENT

These Regulations shall be called "THE REGULATIONS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.) OF SANTOSH DEEMED TO BE UNIVERSITY, GHAZIABAD, NCR DELHI.

These revised Regulations shall come into force with effect from the academic year 2021 - 22 subject to changes/amendments from time to time by the University Grants Commission (UGC), or as approved by the Board of Management.

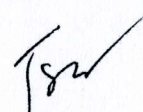
2. ELIGIBILITY

Candidates applying for admission to Ph.D. program should have qualified 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) in M.Sc. Medical Anatomy, Medical Physiology, Medical Biochemistry and Medical Microbiology (three years course) as per UGC Norms **OR** PG in Medical/ Dental Courses (50 % Marks) as per MCI & DCI Norms.

Further relaxation of 5% marks or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently abled.

3. REQUIREMENTS FOR ADMISSION OF FOREIGN NATIONALS/NRI:

3.1 Foreign Nationals/NRI are required to fill in the prescribed application form indicating the choice of subject (only one subject) for admission to postgraduate course leading to award of Ph.D. degree.



- 3.2 The Foreign nationals/NRI are required to send their application through Diplomatic Channel. They are also required to **appear for Entrance test and interview along with other candidates.**
- 3.3 Seats are not reserved in any discipline for foreign nationals/NRI
- 3.4 No Fellowship / Grant will be provided to Sponsored / Foreign National/NRI candidates

4. DURATION OF PH.D COURSE :

- 4.1 The **minimum duration** of the course **shall be for a period of three years** from the date of registration/admission of the Ph.D Programme and **maximum duration** of **six years**. The Ph.D Course is full time Course. All Ph.D students will require to attend/follow the distribution of hours/ credits and Ph.D Work Course (1st Year) as per UGC Norms. Those Ph.D students selected for Junior Research Fellowship (JRF) and Senior Research Fellowship (SRF) as per the eligibility Criteria will be required as a regular Ph.D Student.
- 4.2 Extension beyond the above limits will be governed by the University decisions on case to case basis.
- 4.3 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

5. ADMISSION NOTIFICATION FOR PH.D. PROGRAMME

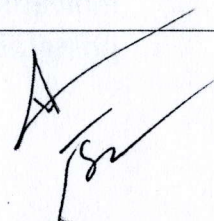
Admissions shall be for only one Session during the month of September of the corresponding year.

The availability of Ph.D. seats in various disciplines shall be **advertised in the National Dailies [Two] every year well in advance and also notified in the University website**, indicating number of seats, departments, qualifications and other relevant information.

Students willing to take admissions to the Ph.D Programme shall have to submit the application in the prescribed format with all requisite Annexures so as to reach the Registrar, Santosh Deemed to be University on or before the specified date.

6. TENTATIVE SCHEDULE OF PH.D. REGISTRATION PROCESS

SN	Particulars	Month
1	Release of Advertisement	Second Week of July
2	Entrance Examinations / Viva Voce/ Publication of Result	By 10 th September
3	Last date for closure of Admissions / Registration	By 31 st October



7. QUALIFICATIONS / ELIGIBILITY CRITERIA:

S.No	Name of the Department	Qualifications / Eligibility Criteria
1.	Anatomy	1.The candidates who possess MD/MS/DNB Anatomy or an equivalent degree 2.The candidates who possess a recognized degree of M.Sc. Medical Anatomy
2.	Physiology	The candidates who possess MD/MS/DNB Physiology or an equivalent degree The candidates who possess a recognized degree of M.Sc. Medical Physiology
3.	Biochemistry	1. The candidates who possess MD/MS/DNB Biochemistry or an equivalent degree 2. The candidates who possess a recognized degree of M.Sc. Medical Biochemistry
4.	Microbiology	1. The candidates who possess MD/MS/DNB Microbiology or an equivalent degree 2. The candidates who possess a recognized degree of M.Sc. Medical Microbiology
5.	Pharmacology	1. The candidates who possess MD/MS/DNB Pharmacology or an equivalent degree 2.The candidates who possess a recognized degree of M.Sc. Medical Pharmacology
6.	Haemato Path.(Pathology)	The candidates who possess a recognized Degree of MD in Pathology / Pediatrics / Medicine will be eligible for Ph.D. in Hemato Path in the Department of Pathology.
7.	Community Medicine	The candidates who possess a recognized Master Degree in Behavioral Science/ Home Science/ Nutrition / Master in Public Health or Allied subjects will be eligible for Ph.D. in the Department of Community Medicine.
8.	Clinical Psychology (Psychiatry Dept.)	The candidates who possess a recognized Degree of MD in Psychiatry or M. Sc. in Clinical Psychology or M.A. in Psychology or M.Phil. in Psychology / Clinical Psychology will be eligible for Ph.D. in Clinical Psychology in the Department of Psychiatry.
9.	Department of Orthopedics [Physiotherapy]	A recognized Degree of Masters of Physiotherapy [MPT]



10.	Department of Orthopedics [Occupational Therapy]	A recognized Degree of Masters of Occupational Therapy [MOT]
11.	TB & Chest	The candidates who possess degree of Doctor of Medicine or an equivalent degree or Diplomat of the National Board of Examinations or Diploma in Tuberculosis & Chest Diseases (D.T.C.D.) or M.Sc. in Biotechnology or M.Sc. Medical Microbiology or M.Sc. Microbiology will be eligible for Ph.D. in the Department of TB & Chest.
12.	Obstetrics & Gynaecology	The candidates who possess a recognized Degree of MS/MD in Obstetrics & Gynecology will be eligible for Ph.D. in Obstetrics & Gynecology in the Department of Obstetrics & Gynecology.
13.	Maxillofacial Surgery	A recognized Degree of MDS – Oral & Maxillofacial Surgery /Allied Subjects MDS in Clinical Disciplines/ Specialties
14.	Integrated Implantology	MDS – Oral & Maxillofacial Surgery / Allied Subjects MDS in Clinical Disciplines/ Specialties
15.	Orthodontics & Dentofacial Orthopaedics	MDS – Orthodontics & Dentofacial Orthopaedics/Allied Subjects
16.	Pediatric & Preventive Dentistry	MDS – Paediatric & Preventive Dentistry / Allied Subjects

8. SELECTION PROCEDURE FOR PH.D PROGRAMME

Selection of Ph.D Programme shall be through Entrance test and interviews as per UGC Regulations as under:

Entrance Test: The Entrance Test for the eligible candidates will be conducted every year for September session at Santosh Medical College, Ghaziabad and the interviews are conducted the following day normally. The procedure for the conduct of Entrance Test will be as under:-

- a. Paper-I: MCQ of General Nature, intended to assess the teaching / research aptitude of the candidate [35 Marks].



- b. Paper-II: MCQ of **subject specific** for the concerned Ph.D. Course [35 Marks].
- c. Interviews / Viva Voce: The candidates are required to present their Research Interest / Area through Power Point presentation before the **Department Research Committee** of the concerned department during their Interview / Viva Voce [30 Marks].
- d. Final selection will be based on merit after combining the entrance test marks and the interview marks.
- e. The University shall maintain the list of all Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her Guide /Co-Guide, date of enrolment/registration.

9. IN SERVICE FACULTY FOR ADMISSION TO PH.D PROGRAMME.

The faculty members have rendered minimum three years regular service under the Santosh Deemed to be University will be eligible to apply for the Ph.D course. Not more than 50% of the faculty of the concerned department at a time shall be permitted for doing the Ph.D course. The faculty member who registered for Ph.D Program will not be eligible a Chief Supervisor of any candidate who is pursuing the Ph.D Course. Other criteria and terms and conditions will be the same.

10. EXCEPTIONS FOR ENTRANCE TEST

The candidates who have passed the CSIR-UGC NET/JRF examinations or IRF examination by agencies like ICMR/ Department of Atomic Energy (DAE) etc. of the current year of admission / in service faculty shall be exempted from appearing for the Ph.D. entrance test, however appearing for the Viva-Voce/Interview Examination will be required for such candidates.

11. FELLOWSHIPS FOR JRFs & SRFs

Provision for Junior Research Fellowship (JRF) and Senior Research Fellowship (SRF) for the candidates who are enrolled as full time Ph.D Scholars in the University as per the eligibility Criteria as under:



Category	Eligibility	Fellowship Amount	Number of Fellowship	Period
JRF	As per the decisions of the Sub-Committee held for the purpose.	Rs. 35000/- Per Month and Rs.10000/- contingency grants per annum.	Five per year i.e., Three per year (Medical Disciplines) and Two per year (Dental Disciplines) The discipline specific numbers are only indicative, the same may be altered as per availability of eligible candidates and as per the decisions of the Sub-Committee.	On fulfilling the eligibility criteria, One Year from the date of award of JRF subject to an extension of one more year on satisfactory performance in Ph.D Research.
SRF	As per the decisions of the Sub-Committee held for the purpose.	Rs.40000/- Per Month and Rs.15000/- contingency grants per annum.	-	On satisfactory performance and on due recommendations of RAC during the third year of Ph.D Research

Constitution of the Sub-Committee is as under:

Vice Chancellor	-	Chairperson
Dean, Medical	-	Member
Dean, Dental	-	Member
Dean, Academics	-	Member
HOD/Guide of Concerned Dept.-	-	Member
Registrar	-	Member
Dean Research	-	Coordinator

No fellowships / Grant will be provided by the University for the JRF/SRF Candidates who receive funds/ grants from external agencies for undergoing research in the University.



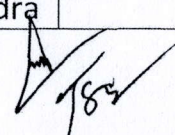
12. LEAVE AND OTHER RULES FOR PH.D., COURSES

The Ph.D. students are entitled for 30 days leave every year. If leave is extended in a year then the extended period is treated as Extra Ordinary Leave and his/her minimum registration will be extended to that extent.

13. ELIGIBILITY CRITERIA FOR APPOINTMENT OF RESEARCH SUPERVISORS

On detailed discussion on the eligibility criteria of UGC, MCI / NMC, AIIMS-Delhi, AIIMS-Jodhpur, Manipal Deemed to be University and Shri Ramachandra Deemed to be University, the Eligibility Criteria for **Research Supervisors** of Santosh Deemed to be University is as under:

S.No	Designation	Max. Candidates	Qualification	Experience	Research Publications
1	Professor	8 at any given point of time	Ph.D. with Medical M.Sc.	3 years after Ph.D.	5 in refereed / Indexed Journals / UGC Care
			Ph.D. with MD/MS/MDS	Nil	4 in refereed / Indexed Journals / UGC Care
			MD/MS/DNB/MS DS	5 years teaching experience after acquiring MD/MS/DNB (as per Ramachandra & Manipal Universities)	4 in refereed / Indexed Journals / UGC Care
			MD/MS/DNB with additional qualifications of DM/M.Ch	2 Years teaching experience after DM/M.ch	4 in refereed / Indexed Journals / UGC Care
2	Associate Professor/ Reader	6 at any given point of time	Ph.D. with Medical M.Sc.	3 years after Ph.D.	2 in refereed / Indexed Journals / UGC Care
			Ph.D. with MD/MS/MDS	Nil	2 in refereed / Indexed Journals / UGC Care
			MD/MS/DNB/MS DS	5 years teaching experience after acquiring MD/MS/DNB (as per Ramachandra	2 in refereed / Indexed Journals / UGC Care



				& Manipal Universities)	
			MD/MS/DNB with additional qualifications of DM/M.Ch	2 Years teaching experience after DM/M.ch	2 in refereed / Indexed Journals / UGC Care
3	Assistant Professor/ Senior Lecturer	4 at any given point of time	Ph.D. with Medical M.Sc.	3 years after Ph.D.	2 in refereed / Indexed Journals / UGC Care
			Ph.D. with MD/MS/DNB/M DS	Nil	2 in refereed / Indexed Journals / UGC Care
			MD/MS/DNB/M DS	5 years teaching experience after acquiring MD/MS/DNB (as per Ramachandra & Manipal Universities)	2 in refereed / Indexed Journals / UGC Care
			MD/MS/DNB with additional qualifications of DM/M.Ch	2 Years teaching experience after DM/M.ch	2 in refereed / Indexed Journals / UGC Care

14. APPOINTMENT OF CO-SUPERVISOR

- 14.1 In case of Inter-disciplinary Research where the Department concerned feels that the expertise needs to be supplemented from the outside Department, may opt for Co-Supervisor from other concerned Department of the University or from any other University / College / Institutions as agreed upon by the consenting University / Institution / College. The Co-Supervisor will be appointed after the recommendations of the Supervisor and Departmental Committee along with the consent of the Co-Supervisor by the University.
- 14.2 The Supervisor should be from the Santosh Deemed to be University as per UGC Norms.
- 14.3 The Supervisor and Co-Supervisor(s) shall not be related to the Candidate.

15. PH.D. COURSE WORK

15.1 Ph.D. Course-Work [1st Year]

As per UGC Regulations (Minimum Standards and Procedures for the Award of M.Phil/Ph.D Degrees), May 2016, the Course Work: Credit requirements, number, duration, syllabus, minimum standards for completion etc., are mandatory for the Ph.D Degree.

The candidates registered for Ph.D. Degree in the University are required to complete Ph.D. course-Work consisting of following four papers at the end of First Year of registration. Paper I, Paper II and Paper III are compulsory papers and candidate can select any one, from the pool of elective papers offered under Paper IV.

- Paper I : Research Methodology, Biostatistics and Computer Basics (4 Credits & 60 hours)**
- Paper II : Advanced Specialization in the subject area (4 Credits & 60 hours)**
- Paper III : Research and Publication Ethics (2 Credits & 30 hours)**
- Paper IV : Elective Paper (4 credits & 60 hours) Pool of Elective papers are as under:**

1	Hospital Waste Disposal Management
2	Stem Cells And Regenerative medicine
3	Emergency Management and Evaluation of Patients
4	Molecular Diagnostics & Genetic Techniques
5	Pharmaceutical Sciences and Pharmacovigilance
6	Inflammation and inflammatory diseases
7	Neurodegenerative disorders
8	Biomaterials /Growth factors & Regenerative dentistry

15.2 DISTRIBUTION OF HOURS / CREDITS


PAPER	TOPIC	HOURS	MARKS	CREDITS
Paper-I	Research Methodology, Biostatistics and Computer Basics	60	100	4
Paper-II	Advanced Specialization in the subject area	60	100	4
Paper-III [Provision for Credit Transfer available through SWAYAM / MOOCS] / University Offline Teaching]	Research & Publication Ethics	30	100	2

As per UGC letter No. D.O.No.F.1- 1/2018(Journal/Care) dated 26.12.2019				
Paper-IV	Choose any one of the Elective	60	100	4
Other mandatory credits to be earned [II & III Year]				
Dissertation/Thesis			200	6
Two Publications in indexed journal(preferably scopus/web of science/pubmed/UGC Care list with impact factor (preferably JCR)	Mandatory for submission of thesis Hard copies to be submitted			1
Two Research paper presentation(poster and One oral presentation in National / International conference /seminar and workshops attended/field work	Prior to the submission of the dissertation/thesis Certificates to be attached			1
Participation in Departmental research activities/teaching As per log book record	As per dept schedule (mandatory to participate)			2
Optional Credits:				
Research Funding For Advanced Learners: Awarded by National/International bodies (Govt/Non - Govt Sources)	Certificates to be attached: a) Award sanction letter b) Evidence of fund received & utilization certificate c) Statement of expenditure d) Report			3
TOTAL			500	27

Paper II : The details of Advanced Specialization in the subject area are as under:-

Research scholar is required to do a course in Recent Advances in his/her research area under the concerned supervisor, the syllabus for the same will be provided by concerned Department.

1. Advances In Anatomy
2. Advances In Physiology
3. Advances in Biochemistry
4. Advances In Microbiology
5. Advances in Pharmacology



6. Topics in Community Medicine
7. Reproductive Endocrinology and Infertility
8. Advances in Clinical Psychology
9. Pulmonary Medicine
10. Advances in Rehabilitation Medicine
11. Advances in Hematology
12. Advances in Maxillofacial Surgery
13. Advances in Orthodontics
14. Advances in Pedodontics
15. Advances in Prosthodontics
16. Integrated Implantology

15.3 Scheme of Examination and Passing:

- a. Assessment of the course work will be through **written examination** for 3 hours duration for each of the course paper. All theory examinations will be held at the end of 1st year and will be conducted by the University as per the norms from time to time.
- b. **Each** theory paper will be evaluated for **100 marks**.
- c. **Each** theory paper will consist of six questions of **25 marks** each and students are expected to answer any four questions out of six questions.

Note:-

- i. Marks for **Paper-I** will be awarded by the respective Assessor/s as indicated under the heading of **Research Methodology, Biostatistics and Computer Basics** and recorded in the log book duly signed by Guide/HOD.
- ii. Marks for **Paper-II** will be awarded by the concerned Department Assessor/s as indicated under the heading of **Advanced Specialization in the subject area** and recorded in the log book duly signed by Guide/HOD.
- iii. Marks for **Paper-III** will be awarded by the respective Assessor/s appointed by the Dean Research and recorded in the log book duly signed by Guide/HOD.
- iv. Marks for **Paper-IV** will be awarded by the concerned Speciality Assessor/s as indicated under the heading of **Elective Paper** and recorded in the log book duly signed by Guide/HOD.
- v. All Results are to be sent through **RAC Coordinator** to the University.

15.4 Standard point scale for grading:

Achievements shall be equated to equivalent grade points. A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the 7-point scale in each of the course work in order to be eligible to continue in the program and submit the Dissertation / Thesis.

Grade	Marks	Grade Points
O	95 - 100	10
A	90 - 94.99	9
B	80 - 89.99	8
C	70 - 79.99	7
D	60 - 69.99	6
E	55 - 59.99	5
F	Less than 55	Fail

If a student fails to clear the course work examination or remains absent, he /she should appear for the same next year along with the next batch. No separate exam will be conducted for the same.

15.5 Course work completion:

1. Successful completion of Course work examination within first 2 semesters shall be treated as prerequisite for Ph.D. programme. Scholars who have completed their course work alone shall be required to take up the Research part.
2. The Course Work Examinations shall be conducted during the month of October every year.

16. COURSE COMPLETION

- 16.1 A Ph.D. scholar has to obtain minimum of 20 credits and maximum of 27 credits to have the Ph.D. degree awarded by Santosh deemed to be University.
- 16.2 **That Course Completion Certificate and Mark Sheet** is to be provided to the Ph.D. students after declaration of result and also issue of the Provisional Certificate as per **ANNEXURE - 1**

17. RESEARCH ADVISORY COMMITTEE & ITS FUNCTIONS:

The Vice Chancellor will constitute this Research Advisory Committee that includes at least one member from the concerned department from which the



Ph.D. Research has been registered. The Research Advisory Committee will meet frequently under the Chairmanship of Vice Chancellor for monitoring the progress of the Course work and Thesis. Relaxations, if any, are required in these guidelines then the same may be considered case to case basis on merit by the Research Advisory Committee. This RAC 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 and identify the course(s) that he/she may have to do.
- iii. To periodically review and assist in the progress of the research work of the research scholar.

17.1 Assessment of the Research Work carried out by the Scholar:

Six monthly reports: Every scholar will be required to submit Six-Monthly report in the prescribed format as per **ANNEXURE-2** to the RAC through Dean Research with due approval of Departmental Research Committee, however, all scholars shall retain one copy of all their Six Monthly reports that are being submitted to the RAC. Failure to submit Six-Monthly reports for 2 consecutive RACs will lead to cancellation of Registration of Ph.D.

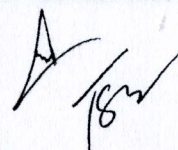
Log Book: Every Ph.D. Scholar shall maintain a log book of all research activities undertaken during the period of study. The RAC will determine the mechanism for submission and review of scholars.

The RAC in its meeting shall consider in detail and assess the progress of the research scholars through their Six monthly reports. If the progress of the research scholar is found unsatisfactory by the RAC, it shall record the reasons and provide right directions and corrective measures to the scholars. The scholars, if not able to correct within a time frame of 3 months / time period before the conduct of the next RAC meeting, recommendations for Cancellation of Registration shall be given to the University by the RAC.

18. SUBMISSION OF THESIS PROTOCOL

18.1 The candidate shall prepare a detailed protocol underlining his proposed Research plan clearly (in the prescribed format as per **Annexure-3** stating Objectives and Methodology to be applied. The protocol should also contain a brief formulation of the experimental design.

18.2 Protocol shall be submitted to the RAC within a period of 6 months from the date of Registration through Departmental Research Committee and Dean



Research. The RAC on careful observation, shall recommend the candidate about the feasibility of the proposed Research Plan or provide corrective measures to the candidate to resubmit for the next RAC meeting.

18.3 The RAC after granting approval shall send the proposal to the Ethics Committee for granting Ethical Clearance for the conduct of Research.

18.4 The registration of Ph.D. of those candidates who do not submit the **thesis protocol within one year** shall stand cancelled.

19. CHANGE OF RESEARCH PROJECTS / SUPERVISOR (S)

Change of Research Projects / Supervisor / Co-Supervisor may be permitted to a candidate provided it is recommended by the Departmental Doctoral Committee. Such changes shall be allowed preferably within the first six months of registration but under no circumstance later than one year after the date of registration.

In case the Ph.D. Supervisor superannuated / resigned / refused / any other unforeseen situation, the scholars shall be allotted with the new Research Supervisor from the same department with approval of the University. However in such cases, the topic of Research work / Thesis work remains unchanged and the candidates will be required to continue with the same topic.

20. SUBMISSION OF SYNOPSIS / SUMMARY

20.1 Submission of Synopsis is mandatory before three months of expiry of the period of Research / before submission of the thesis, whichever is later.

20.2 Prior to submission of Thesis all Ph.D. scholars are required to submit 2 copies of Synopsis [25 – 30 pages] to the Dean Research through Departmental Research Committee, in the prescribed format [**Annexure - 4**] along with the prescribed fee.

20.3 The Dean Research forwards the same to the RAC Coordinator, who shall make necessary arrangements for Synopsis presentation during the next RAC meeting.

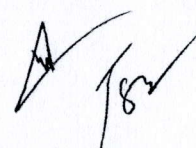
20.4 All Ph.D. scholars must publish at least one (2) research paper and two paper presentations as indicated under the Other Mandatory Credits in the Course Work Clause.

20.5 Evidence of the above shall be produced at the time of presentation of Synopsis to the RAC.

- 20.6 The RAC on due considerations of all the above shall grant final approval for the submission of Thesis. A copy of the final grant by the RAC shall be submitted to the Academic Section of the University for Further Processes.
- 20.7 The RAC on due consideration has the power to suggest corrective measures from the Synopsis to be carried out in the final Thesis.

21. SUBMISSION OF THESIS

- 21.1 Each candidate for the award of degree of Doctor of Philosophy shall submit five copies of his/her thesis in the prescribed format as per **Annexure - 5** along with the C.D. not earlier than prescribed minimum period of three years and not later than the maximum period of Six Years. The thesis shall be certified by both the Guide and by the Co-Guide(s) and submitted through proper channel to the Academic Section of the University.
- 21.2 The Supervisor shall submit a panel of examiners at least six months before the expected date of submission of the thesis. The panel shall include four examiners who, on the basis of their published work are acknowledged leaders in the field of study undertaken by the candidate and this should be indicated in the protocol.
- 21.3 A Board of four examiners i.e. two external examiners and two internal examiners shall be appointed by the University for assessment of the thesis. Two internal examiners shall be the Chief Supervisor and Co-supervisor of the candidate, who shall act as co-ordinators and internal examiner. The other two will be external examiners from the panel of examiners as per (e) above.
- 21.4 After the thesis has been approved by the external and internal examiner, a public defence of the thesis will be held, as well as the viva voce examination to adjudge the general proficiency, subject knowledge on the Research work carried out and the subject(s) allied to the candidate's field of work.
- 21.5 If the thesis is rejected by more than one examiner, it will stand rejected and shall not be referred to any other examiner.
- 21.6 In the event that the thesis is rejected by only one examiner, it will be referred to another examiner from among the approved panel. In case the thesis is approved by this examiner, it will be considered as unanimously approved.



- 21.7 If one or more examiner recommends re-submission of the thesis after modifications it shall be done within a maximum period of six months from the date on which the candidate is so informed by the University.
- 21.8 The candidate shall be entitled to appear at the defence of thesis / viva voce examination only if the thesis is unanimously approved by the Board of Examiners for the thesis.
- 21.9 If the reports from all the external examiners are not received within two months, a copy of the thesis shall be sent to another examiner from amongst the approved panel.
- 21.10 The external examiners, from India who assessed the thesis of the candidate will act as the external examiners at the viva voce examination.
- 21.11 In the event of non-availability of one of the external examiners who examined the thesis, another examiner from amongst the panel be called for the viva voce examination at the discretion of the University.
- 21.12 There shall be a public defence of the thesis by the candidate. The topic, date and time of the defence of thesis shall be announced by the University well in advance so that the Faculty members and others interested in the topic of the thesis can be present. Those attending the public defence, who are not members of the Board of Examiners, can also participate by asking relevant questions. The Board of Examiners shall take into consideration the views and criticism if any, of the Faculty members and others participating in the public defence of thesis. However, the result of the examinations shall be decided solely by the members of the Board of Examiners.
- 21.13 The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the dissertation/thesis.

22. EXTENSION OF TIME TO SUBMIT PH.D. THESIS

- 22.1 The thesis shall ordinarily be submitted not later than 6 years from the date of registration. Such cases where the Ph.D Scholar is unable to submit the thesis within a period of 6 years and requires extension of time, these cases first be considered by RAC on the recommendations of the Departmental Committee/ Supervisor. The Recommendations of the RAC may be placed before the Board of Management for their consideration.



- 22.2 If the scholar fails to submit thesis, even after extension of time so granted, the registration gets automatically lapsed and his / her name shall be taken off from the rolls of Registered Candidates.

23. RESULT

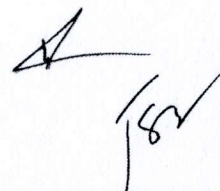
- 23.1 The candidate shall be declared eligible for the award of the Degree of Doctor of Philosophy only on the unanimous recommendations of the members of the Board of Examiners at the viva voce examination.
- 23.2 In case the examiners are not satisfied with the performance of the candidate in the above examination, the candidate shall be required to reappear for another viva voce examination after a period of two months provided such specific recommendations are carried out and resubmitted as made by the Board of Examiners.

24. AWARD OF THE PH.D. DEGREE:

The Ph.D Degree awarded by the Santosh Deemed to be University shall have a mention of **“Under the Faculty of Medicine”** in the provisional Pass Certificate / Degree.

25. DEPOSITORY WITH INFLIBNET

- 25.1 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree, the Institution concerned shall submit an electronic copy of the M.Phil. dissertation /Ph.D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges
- 25.2 Prior to the actual award of the degree, the degree-awarding Institution shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of these UGC Regulations, 2016.



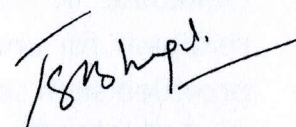
8) TO CONSIDER THE GUIDELINES, ROLES AND RESPONSIBILITIES OF STUDENTS WING OF UNESCO CHAIR IN BIO-ETHICS, SANTOSH DEEMED TO BE UNIVERSITY, GHAZIABAD, NCR DELHI

The Members of the Academic Council considered the **recommendations / minutes** of the Board of Studies to consider the **Guidelines, Roles and Responsibilities of Students Wing of UNESCO CHAIR in BIO-ETHICS, Santosh Deemed to be University, Ghaziabad, NCR Delhi** and deferred the same for some clarifications from the Research Department.

The Meeting then came to an end with a vote of thanks to the Chair.



[Dr. V. P. Gupta]
Registrar & Member Secretary
Santosh Deemed to be University,
Ghaziabad



[Dr. Tripta S Bhagat]
Vice Chancellor
Santosh Deemed to be University,
Ghaziabad



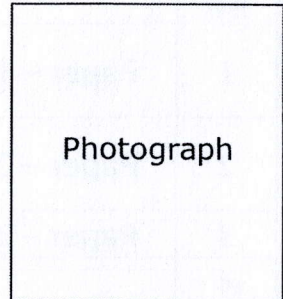
SANTOSH

Deemed to be University

(Established u/s 3 of the UGC Act, 1956)

PH.D. COURSE WORK CERTIFICATE

This is to certify that Dr. _____, S/o. _____
bearing Registration No. _____, Batch _____ was
declared successful Ph.D. in _____ by the Santosh
Deemed to be University, Ghaziabad, NCR Delhi, vide Notification
No. _____ dated _____.



[REGISTRAR]

Dated : _____
Checked By : _____
Verified By : _____



SANTOSH

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STATEMENT OF MARKS

Sl. No	Paper	Subject	Max. Marks	Marks Obtained	Credits
1	Paper – 1	Research Methodology, Biostatistics and Computer Basics	100		8
2	Paper – 2	Advanced Specialization in the subject area	100		8
3	Paper – 3	Choose any one of the Elective	100		4
4		Dissertation/Thesis	200		8
5		Two Publications in indexed journal	-		1
6		Two Research paper presentation	-		1
7		Participation in Departmental research activities/teaching As per log book record	-		2
8		Optional Credit – Research Grants	-		3
Total			500		35

This is also certified that Dr. _____ obtained _____ credit points as per University Grants Commission [UGC] Guidelines / Regulations dated 05.05.2016 vide Notification No. F,1-2/2009 (EC/PS) V(I) Vol. II

[REGISTRAR]

Thesis Protocol for Ph.D Course

“

”



SANTOSH
Deemed to be University
(Established u/s 3 of the UGC Act, 1956)

SANTOSH DEEMED TO BE UNIVERSITY, GHAZIABAD, NCR DELHI

In the partial fulfillment of requirement for the Degree of

DOCTOR OF PHILOSPHY

(_____)

By

Name of the Student

Guide

Dr. _____

Designation: _____

Department of _____

Santosh Medical/Dental College & Hospital,
Santosh University, Ghaziabad, NCR Delhi

Year: _____



SANTOSH
Deemed to be University
(Established u/s 3 of the UGC Act, 1956)

SANTOSH DEEMED TO BE UNIVERSITY, GHAZIABAD, DELHI NCR

In the partial fulfilment of requirement for the Degree of

DOCTOR OF PHILOSPHY

(_____)

Guide

Dr. _____

Designation: _____

Department of _____

Santosh Medical/Dental College & Hospital,
Santosh University, Ghaziabad, NCR Delhi

Co-Guide

Co-Guide

Name: _____

Name: _____

Designation: _____

Designation: _____

Department: _____

Department: _____

Institution: _____

Institution: _____

Phone No: _____

Phone No: _____

Email ID: _____

Email ID: _____



SANTOSH

Deemed to be University

(Established u/s 3 of the UGC Act, 1956)

ENDORSEMENT BY THE DEAN OF THE INSTITUTION

This is to certify that the Thesis synopsis entitled

“ _____ ”

is a bonafide research work to be conducted by **Name of the Student** himself/herself, under the Guidance of Dr. **Name of the Guide, Designation**, Santosh Medical/Dental College, Ghaziabad, NCR, Delhi, India for the partial fulfilment of the requirement degree of DOCTOR OF PHILOSOPHY IN _____.

DEAN
Santosh Medical College & Hospital
Ghaziabad, NCR

/

DEAN
Santosh Dental College & Hospital
Ghaziabad, NCR Delhi



SANTOSH

Deemed to be University
(Established u/s 3 of the UGC Act, 1956)

ENDORSEMENT BY THE HEAD OF THE DEPARTMENT

This is to certify that the Thesis synopsis entitled
“
_____”
_____”

submitted by _____ for the partial fulfilment of the requirement for the award of the degree of DOCTOR OF PHILOSOPHY IN _____, is a bonafide research work to be carried out under the guidance and supervision of Dr. **Name of the Guide, Designation**, Santosh Medical/Dental College, Ghaziabad, NCR, Delhi, India.

Dr. Name of the HOD.,
Designation,
Department of _____
Santosh Medical/Dental College & Hospital
Ghaziabad, NCR, Delhi

✓
TCS



SANTOSH

Deemed to be University
(Established u/s 3 of the UGC Act, 1956)

ENDORSEMENT BY THE GUIDE

This is to certify that the Thesis synopsis entitled

“ _____ ”

submitted by **Name of the Student** for the partial fulfilment of the requirement for the award of the degree of DOCTOR OF PHILOSOPHY IN _____, is a bonafide research work to be carried out under my direct guidance and supervision.

Dr. **Name of the Guide.**,

Designation: _____

Department of _____

Santosh Medical/Dental College & Hospital
Ghaziabad, NCR, Delhi



SANTOSH

Deemed to be University
(Established u/s 3 of the UGC Act, 1956)

PROFORMA FOR REGISTRATION OF THESIS FOR PHD _____
SANTOSH DEEMED TO BE UNIVERSITY, GHAZIABAD, NCR DELHI

SANTOSH MEDICAL COLLEGE AND HOSPITAL /
SANTOSH DENTAL COLLEGE AND HOSPITAL

NAME OF THE CANDIDATE : _____

NAME OF THE DEPARTMENT : _____ DEPARTMENT,
SANTOSH MEDICAL/DENTAL COLLEGE & HOSPITAL,
SANTOSH DEEMED TO BE UNIVERSITY , GHAZIABAD
NCR DELHI.

PHD THESIS TITLE : _____

GUIDE : DR. _____,
DESIGNATION, _____ DEPARTMENT,
SANTOSH MEDICAL/DENTAL COLLEGE & HOSPITAL,
SANTOSH DEEMED TO BE UNIVERSITY , GHAZIABAD
NCR DELHI.

CO-GUIDE : _____

CO-GUIDE : _____



SANTOSH

Deemed to be University

(Established u/s 3 of the UGC Act, 1956)

(Dept. of _____)

CONSENT FORM OF THE PATIENT

S. No.	Date:
Patient's Name:	Age/Sex:-
Father's/Husband Name:-	

I have been explained in my vernacular language about the details of study to be pursued in the common interest titled as

““

_____”

and

1. I understand the purpose of the study and I have the right to withdraw from the study at any point of time during the investigation and research and can decline to answer any particular question if it offends privacy in any form without losing the right to be treated.
2. I understand that my participation in this study will be kept confidential and primarily meant for research and benefit of the society.
3. I do hereby give my consent for my blood samples to be used for the purpose of this study. I understand that on completion of the study or if I withdraw from the study, my blood sample (s) will be destroyed. I also understand that if there is any problem with any of the tests or measurement taken, I will be informed and the report will be kept confidential.
4. I do hereby give my consent voluntarily without any inducement to take part in the study titled as above and I have no objection to the use of data for any publication.

Signature/ Thumb Impression of patient

Name & Address of the patient

1. Witness name & signature

2. Witness name & signature

Contact for further information If you have any other queries about the study, please revert and contact:

Student Name: _____

Department of _____

Santosh Medical/Dental College & Hospital, Ghaziabad , Uttar Pradesh

Contact number: _____

7

Signature of investigator

संतोष विश्वविद्यालय
(जैवरसायनविभाग)
मरीज़ सहमति पत्र

क्र.सं. :	दिनांक :
मरीज़ का नाम :	उम्र / लिंग :
मरीज़ के पिता / पत्नी का नाम :	

परियोजना शीर्षक "ऑक्सिडेटिव स्ट्रेस एवं इन्सुलिन अवरोध का भिन्न - भिन्न चरणों के नी आस्टिओआर्थोइटिस मरीज़ों में मुल्यांकन" के संदर्भ में मुझे पूर्ण रूप से जानकारी दे दी गई है।

- 1 - मैं उपरोक्त वर्णित परियोजना में योगदान करने हेतु सहमति प्रदान करता हूँ। इस परियोजना को मुझे विस्तार पूर्वक स्पष्ट किया गया है तथा मैंने पूर्ण विवरण स्पष्ट रूप से पढ़ा है जिसे मैं प्रमाण के रूप में अपने पास रखूँगा। मैं यह भलिभांति समझता हूँ कि इसमें सहमति प्रदान करने का तात्पर्य यह है कि मैं स्वेच्छा से सूचना एवं नमूना (रक्त, मूत्र एवं ऊतक) प्रदान करूँगा जो कि शोधकर्ता तथा तकनिशियन द्वारा किटाणुमुक्त सूई अथवा ब्लेड से लिया जायेगा जिससे मुझे कुछ भी छति नहीं होगी। यदि मुझे नमूना देने में किसी प्रकार की छती होती है तो मेरा उपचार निःशुल्क किया जायेगा। मैं शोधकर्ता को साक्षात्कार एवं नमूना लेने के लिए सहमति प्रदान करता हूँ।
- 2- मैं यह समझता हूँ कि मेरा सहयोग स्वीच्छक है। मैं इस सम्पूर्ण परियोजना या इस परियोजना के किसी भी भाग में सहयोग न देने का चयन कर सकता हूँ। मैं इस परियोजना को कभी भी किसी दण्ड अथवा किसी प्रकार की हानि के बिना छोड़ सकता हूँ।
- 3 - मैं समझता हूँ कि साक्षात्कार से प्राप्त विवरण का प्रयोग शोधकर्ता भविष्य में किसी भी परिस्थित में मरीज़ के नाम अथवा उसकी पहचान के साथ नहीं करेगा। मैं समझता हूँ कि मेरे द्वारा दी गयी जानकारी गोपनीय है और उस जानकारी को परियोजना के किसी भी रिपोर्ट में अथवा किसी अन्य के समक्ष मरीज़ की पहचान के रूप में नहीं प्रेषित किया जायेगा।
- 4 - मैं समझता हूँ कि साक्षात्कार के आधार पर बनी रिपोर्ट कसे सुरक्षित एवं परियोजना परिक्षकों के पहुँच तक ही रखा जायेगा। मैं यह भी समझता हूँ कि परियोजना के पूर्ण होने के उपरान्त, विश्वविद्यालय में रखी रिपोर्टों को नष्ट कर दिया जायेगा।

मरीज़ के हस्ताक्षर/ अंगूठे का निशान

शोधकर्ता के हस्ताक्षर

मरीज़ का नाम एवं पूर्ण पता

1. ग्वाह का नाम एवं हस्ताक्षर
2. ग्वाह का नाम एवं हस्ताक्षर

अन्य जानकारी हेतु संपर्क करें :

डा० राहुल सक्सेना _____

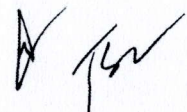
नेत्र रसायन विभाग _____

संतोष मेडिकल कॉलेज एवं अस्पताल , संतोष विश्वविद्यालय

गाजीयाबाद, उत्तर प्रदेश

मोबाइल नं० 9958255816 Mobile no: _____

ईमेल: rahulapril@gmail.com Email ID: _____



Patient information sheet

Study title:

Name of investigator : Name of the Student.

You are being invited to take part in the above mentioned research study. However, before you decide whether or not to take part; it is important for you that may understand what study is to be carried out and what you will be asked to do for the same. It is important that you read the following information carefully in order to make an informed decision to serve for common cause of the society and if you have any questions about any aspects of the study that are not clear to you and then please do not hesitate to ask me. Please make sure that you are satisfied before you decide to take part as a research subject. Thank you for your time and patience for Societal Common Purpose.

Purpose of the study:

Study procedure:

Side effects:

Advantage of participation:

Withdrawal from Study: You will have the right to withdraw from the study at any point of time without any prejudice.

Confidentiality of study and medical records: It is assured that your personal and medical information will be kept confidential and will not be used for any other purpose except this study.



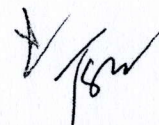
Medico Legal Implications: It is made clear that this gathered data is primarily meant for Research Purposes and shall not be used for medical legal purposes.

Contact for further information

If you have any other queries about the study, please revert and contact:

Name of the Student.

Department of _____,
Santosh Medical/Dental College & Hospital,
Santosh Deemed to be University,
Ghaziabad, NCR Delhi.



...the ... of ...
...the ... of ...
...the ... of ...

...

...

...

...

Dated:

TO

THE REGISTRAR
SANTOSH DEEMED TO BE UNIVERSITY
GHAZIABAD, NCR DELHI

[THROUGH DEAN]

SUBJECT: SUBMISSION OF THESIS SYNOPSIS/SUMMARY.

RESPECTED SIR,

I -----,Dept.. ----- Batch
----- have registered for PhD in September _____.

I hereby submit the Thesis Summary [**1 Copy**] entitled" _____
_____ "

as the same has been cleared by Departmental Research Committee [DRC],
Convener of Ph.D RAC, Statistician and DEAN for approval.

Signature of the candidate

Comments/Recommendations and signatures of the DRC, Convener of Ph.D
RAC, Statistician and DEAN:-----

Guide (Convener of Departmental Research Committee [Name & Signature]

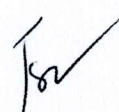
Co-guide(s) [Names & Signature] -----

Signature of HOD [Name]-----

Signature of Statistician -----

Signature of convener of Ph.D RAC -----

SIGNATURE OF DEAN



Date:

TO

THE REGISTRAR
SANTOSH DEWANI TO BE UNIVERSITY
CHANDIGARH, P.O. DEWANI

THROUGH BOARD

SUBJECT: COMPLAINT OF STUDENT'S MISBEHAVIOUR

RESPECTED SIR,

I have the pleasure to inform you that the student named as above has been found guilty of the above mentioned offence.

The student has been found guilty of the above mentioned offence on the basis of the evidence submitted to the Board.

As per the provisions of the University Act, the student has been expelled from the University with immediate effect.

Yours faithfully,
Signature of the Registrar

Official stamp and signature of the Registrar

Signature of the student

Signature of the parent/guardian

Signature of the Head of Institution



FORMAT FOR SUBMISSION OF FINAL PHD THESIS

PAGE NO. 4 TO 10 SHOULD BE ACCORDING TO THE FORMATS ENCLOSED

- Table of contents - MENTION THE PAGE NUMBERS OF CONTENTS
- Abbreviations in alphabetical order
- Page number for thesis should be given from introduction onwards till Bibliography
 - Introduction
 - Review of literature
 - Material and Methods
 - Results
 - Discussions
 - Summary and Conclusions
 - Bibliography

After bibliography – appendix should be included . Example

- Appendix – 1 : Informed consent
- Appendix – 2 : Data sheets from where results were calculated as it helps examiners to cross check the results in case of any doubts
- Appendix – 3 : list of publications

General instructions:

1. FONT SIZE OF THE LETTERS

- The Thesis should be written in English. It must be typewritten on A4 size paper (21 cm x 29.7 cm) in a clear and legible font (e.g., Times New Roman 12). As far as possible, use the same font for the entire thesis but, if necessary, different fonts may be used within Tables, Figures, and Appendices.
- The Thesis has to be printed single-sided. Double-spacing should be used in the Abstract and in the text of the Thesis.
- Single spacing should be used in long Tables, block quotations separated from the text, footnotes, and bibliographical entries. Paragraphs should be indented, or an empty Line left between paragraphs.
- Larger size type may be used for the title of the Thesis and for Chapter headings, as long as it is not larger than 18 point.
- Thesis should be free from grammatical errors. It is advised to use either British spellings through out the text of the thesis.
- Page numbers should be put on right hand top corner of the page

- Larger size type may be used for the title of the Thesis and for Chapter headings, as long as it is not larger than 18 point. Boldface type may also be used on the title page and for headings, as well as all the text for special symbols or for emphasis. Reduced type may be used within Tables, Figures, and Appendices, but it should be at least 9 point in size (partly because of microfilming requirements) and must be completely legible.

2. MARGINS

A margin of at least Left: 1.5 inches, Right: 1.0 inches of each page and a margin of at least Top: 1.25 inches, Bottom: 1.25 inches of each page. The last letter or character in the longest line on the page determines the margin.

3. CAPTIONS AND NUMBERING (TABLES AND FIGURES)

Each Table should carry a number and a title clearly describing the data presented. Similarly each Figure I illustration should carry a number and caption that clearly describes the nature of data presented. The caption should be at the bottom of the Figure. Number them consecutively throughout, in the order in which they are placed in the text. The Figures, Graphs, Tables should be embedded in the text of the thesis, immediately after the first mention of it in the text, on the same page if there is room, or on the following page.

Captions and titles of Figures and Tables should appear on the same page as the material itself. Tables should be numbered consecutively with Arabic numerals throughout the thesis. Figures and Illustrations should also be numbered consecutively in the order of presentation. All Tables and Figures must be referred to in the text by numbers and not by a phrase such as "the following table".

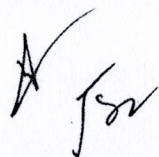
Tables or Figures of peripheral importance to the text may be placed in an Appendix.

LIST OF REFERENCES: All publications cited in the thesis should be presented in a list of references following the text.

The student is responsible for the accuracy of the References. References should follow the Vancouver format, Citation of References in the text should be given by superscript. When two or more citations are given, list them in chronological order. If there are two or more papers by the same authors) in the same year, identify them by "a", "b", (and be sure to include the identifying letters in the Reference List). All References cited in the text (including those included in figure legends and tables) should be listed in References.

Arrange citations in alphabetical order by the first author's last name: do not number the citations. List all the authors (do not use "et al." in the reference list). When there are two or more references to the same author(s). list them in chronological order.

For journal references, the names of authors (last name and initials) should be followed by the date (in parentheses), title of the article, journal name (in italics-use PubMed abbreviations), volume number (followed by a colon) and pages (first - last page numbers). Reference to electronic material should include author name(s), date, article title. and journal (as above): where volume and/or page numbers are not available. substitute Digital Object Identifier (DOI) number.



Illustrative **EXAMPLES** of entries in a Bibliography or list of References are given below:

Journal

EXAMPLE:

Wild S, Roglic G, Green A, Sicree R, King H. Global prevalence of diabetes: estimates for the year 2000 and projections for 2030. *Diabetes Care* 2004;27(5):1047-53.

Chapter in a Book

Wenzel HJ, Schwarrzkroin PA (2006) Morphologic approaches to the characterization of epilepsy models. In: Pitkanen A, Schwanzkroin PA, Moshe SL (eds) *Models of seizures and epilepsy*, Elsevier Academic Press, Sun Diego, pp, 629-652.

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EXAMPLE:

Pechenik JA (1987) *A short guide to writing about biology*. Harper Collins Publishers, New York.

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Bhattacharjee M (1998) *Notes on permutation groups*. Lecture notes in mathematics 00.1698. Springer. New York.

Encyclopaedia articles

Varley DH, Immelman RFM (1972) Libraries. *Standard Encyclopaedia of Southern Africa*. vol6, p.618-619

Thesis/dissertation

Smithers RHN (1997) *The mammals of Botswana*. DSc thesis. University of Pretoria.

Conference proceedings Bourassa S (1999) 'Effects of child care on young children', Proceedings of the third annual meeting of the International Society for Child Psychology, International Society for Child Psychology, Atlanta. Georgia. pp. 44-6.

Citations from internet

The following elements in sequence must be considered: Author (if known), Date of publication/last updated, Title of article or document on website Type of medium [Online], Available from (website), Access date in brackets

Harris P (2005) *Reaching the top of the mountain*. [Online]. Oxford University Press: Oxford.

Available: <http://www.netLibrary.com/openbook/1093456/html>

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Patents

Author(s) of patent - surname and initials Year of issue, Title of patent- italicised, Number of patent including Country of issue

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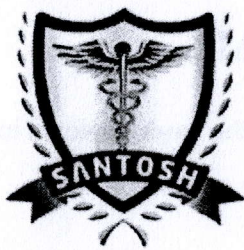


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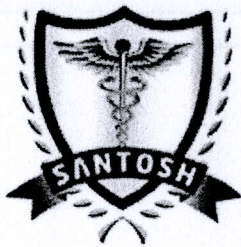


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