

# Policy for Self-Finance Colleges to Establish Research Center



महात्मा ज्योतिबा फुले  
रुहेलखण्ड विश्वविद्यालय, बरेली

**MJP Rohilkhand University**

**Pilibhit Bypass Road, Bareilly-243006,**

**Uttar Pradesh, India.**



# Directorate of Research, Nehru Kendra

Mahatma Jyotiba Phule Rohilkhand University

Bareilly-243006, U.P. India. Website: [mjprudor.ac.in](http://mjprudor.ac.in)

APPLICATION FOR RECOGNITION OF THE RESEARCH CENTRE IN COLLEGE  
FOR Ph.D. PROGRAMME

(Please read Ph.D. Ordinance 2020 before filling up the application form)



Online Application No. \_\_\_\_\_

Name of College / Institution / Laboratory: \_\_\_\_\_

\_\_\_\_\_

Department: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

# Application form for Recognition to Research Center

To,  
The Director,  
Directorate of Research  
M.J.P. Rohilkhand University,  
Bareilly - 243 006

Sir,

We wish to register the .....(name of our Institute /  
College) for recognition as Research Centre in the Subject\_\_\_\_\_ under the  
faculty of \_\_\_\_\_ of M.J.P Rohilkhand University, Bareilly -243 006. Details of  
our Institution / College are furnished in the appendix enclosed herewith.

Particular of Payment towards Registration fee are as under:

1. Amount of fee deposited:\_\_\_\_\_
2. Receipt No.:\_\_\_\_\_
3. Date:\_\_\_\_\_

You are requested to give recognition to our institute / College as a Research Center in  
the subject \_\_\_\_\_ under faculty of \_\_\_\_\_ of the University.

Yours Sincerely,

(Name & designation)

## **Rules for recognition as a Research Center:**

The M.J.P. Rohilkhand University offers research programmes in different subjects under different faculties listed in Statute no. 7.01 and in interdisciplinary areas leading to the Degrees of Ph.D. A research candidate shall work at recognized Place of Research including the University Schools, University Departments, Research Institutes recognized by the University, Research Centers in affiliated colleges and CSIR laboratories/research centers. The Ph.D. programmes have to maintain their standards, support and promote cross-disciplinary teaching and research. Also Institutions must ensure that research undertaken must match with local needs and global challenges in the relevant disciplines.

### **Note for submission of application for Research Centre:**

- (i) Submitting a duly filled prescribed application form together with the stipulated fee to the Director, Directorate of Research (DoR), on or before as per notification of DoR.
- (ii) The application from the college which is already affiliated as per provisions of 73 of the U. P. State Universities Act, 1973 shall be processed through Director, DoR with same rules & procedure.
- (iii) The application of the research institute shall be processed as per provisions of 52(3) U. P. State Universities Act, 1973

### **I. The Institute should actively conduct research or specialized studies and Affiliated Colleges should fulfill following conditions:**

1. Long standing repute with Under-Graduate (not less than 10 years) or Preference will be given to Post- Graduate department as per M.J.P. Rohilkhand University Ph.D. ordinance 2020 in the concerned Subject. For better research facilities such research center may have memorandum of understanding (MoU) with other institution/Laboratory etc for the purpose.
2. An institute with at least one full time teaching staff<sup>1</sup> of the concerned Department can seek recognition for a particular Department /Laboratory. The institution shall have adequate specialized academic, technical and non - teaching staff. It should have guides to supervise the Research carried out in the fields of specialization. In addition, there may be visiting / honorary staff as per Rules. In case of non - teaching institutions/ laboratories, the personnel structure with the corresponding academic qualifications and teaching / research experience shall be computed so that recognition in terms of Adjunct Professor / Associate Professor/ Assistant Professor could be given by the University as the case may be. Such recognized guides shall also be guiding such number of candidates as may be fixed by the University from time to time.
3. The faculties of concerned subject should have undertaken at least one Major research project ( $\geq$  10 Lacs as per UGC rule) or two minor research projects funded from any agencies such as UGC, DST, CSIR, UPCST, Universities, Corporate and Industries, Private sector etc. If such facilities are not available, the Institute may provide undertaking that faculties of the department will proceed to get research fund from funding agencies as mentioned above.

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<sup>1</sup> In case of Private institute Regular/full time/ad hoc etc

4. The concerned department should have organized at least one National level / State level / University level Seminar / Workshop / Symposia / conference. If not Institute may provide undertaking that faculties will organise least one National level / State level / University level Seminar / Workshop / Symposia / conference by the time of recognition as research center of the department will organised.
  5. At least ten research papers should have been published in the SCI/UGC care list journals by the faculties of concerned subject of the Institute after completion of their Ph.D. work.
  6. Adequate separate physical infrastructure for Research Center / Laboratory. The applicant Institution shall have land and building for administrative office, rooms for instruction, seminar and spacious accommodation for Scientists / Supervisors. The Institution shall have a well-equipped laboratory having minimum research facilities with all relevant advanced equipments apparatus including tools required for conducting Research / Practical as per requirement of the field of specialization / Research.
  7. At least two major equipments in the concerned subject Laboratory useful for research center or MoU with reputed research institute of CSIR/DRDO/DAE/ etc.
  8. Adequate separate infrastructure for Research Library. Institute shall have Reading Room facilities for staff and the students with proper furniture and other associated infrastructure facilities to store the thesis etc./journals/Research Materials/ Adv. Books etc.
  9. Library should have adequate number of books, at least two SCI/ UGC Care lists Journals & online journals (e-Journals) in the concerned subject. The institution library shall have requisite number of books in the fields of specialization and shall also be a regular subscriber of national and international journals print version and online journals (e-Journals) for particular' subjects / fields of specialization.
  10. Availability of broad band internet connection in Research Center / Laboratory (essential)
  11. Institute has to make necessary arrangement for financial budget provision for research center in the Institute's annual budget for its continued maintenance including futuristic expansions.
  12. Institute/ College have to make necessary fixed deposit of Rs. 50,000/- for the each Research Center only. For private college the amount will be 2,00,000/=
  13. Institute should be devoted to the promotion of Research Work.
- II. The recognized Research Centre shall be engaged in research with the involvement of teaching research faculty and the students of the Department(s)/School(s) concerned. No Institute/ College/ Laboratory shall be recognized for registering Ph.D. students unless they have the adequate infrastructure and number of guides to accommodate. There should be registered research scholar in Ph.D. at institute/research Center.
  - III. Recognition granted to a Research Centre shall come to an end in case no Research Work including project is undertaken within three years from the date of recognition and no further renewal shall be allowed.
  - IV. Recognized Research Centers shall make adequate additional provisions in their regular budgets for providing the library & Laboratory support to Research Activities.
  - V. The number of full time research students permitted to be registered in a research center shall be in accordance with optimum laboratory and library facilities provided by the institute/

College. The registered research students should be assigned teaching as per MJP Rohilkhand University Ph.D. Ordinance 2020.

VI. Research Center should organize at least two meetings in a year with Research Supervisor / guide and maintain minutes of the meeting.

VII. Guides / supervisors of the Research Center should communicate the up-date about the candidate's performance to Research Center & University as per rules framed from time to time via online DoR website Research Management System (RMS).

VIII. Research Center should follow the Academic Calendar for research work given by University such as:

1. Submission of Admission Form for course work to University;
2. Commencement of Class for course work at Research center;
3. Submission of details of course works such as mark sheet, with documents to controller of examination of the University;
4. The relevant document proof should be kept with respective research center;
5. Submission of internal assessment Mark sheet to University before University Examination with due of fee.

IX. The permission of Recognized Research Centers shall be valid for six years with review of the research Center after every three years. The continuation for research center after six years can be given after review by Competent Authority of the University. It is mandatory to follow other UGC's rules and regulation prescribed from time to time.

X. Change of Research Center: The change of Research Center by the student may be permitted only with valid submission of NOC (No Objection Certificate) from previous Research Center and acceptance letter from new Research Center with due permission from Competent Authority of the University.

XI. Undertaking:

The management/Principal/Director applying for Recognition of the Research institute shall give an undertaking that they will abide by all the Directions / Order issued by the Vice-Chancellor and other officers of the University, in exercise of the powers conferred on them under the appropriate provisions of the University Act, 1973 and Statutes, Ordinances, Regulations made there under.

XII. Recognition to Research Centre:

The expert Committee constituted by the University shall visit the applicant institution on a scheduled day and submit its report to the Director, DoR University including its recommendation. The DoR shall consider the report and place its recommendation to University Administration. thereon for the consideration and approval of the Vice Chancellor.

XIII. De - Affiliation:

The University shall have the power to withdraw the recognition granted to the Institution upon due enquiry in case the norms for recognition of the Institution included in this Direction is / are violated.

# Contents

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Total No. of Pages		

# 1. Application for submitting proposal for recognition as a Research Centre

Name of the College / Institution / Laboratory	
Complete Address with Pin Code	
Website URL of College / Department	
Type of Management	
Department to be recognised as the Research Center	
Recognition Type (Full Time)	
Any recognition from Accreditation Agency (NAAC/NABL/DSIR/any other) (If yes please attach certificate at enclosure page) <b>Mandatory for Private colleges</b>	
Whether any department has been recognised already to conduct M.Phil., Ph.D. programs for carrying out research work. (If yes, attach recognition letter issued by the University at enclosure page)	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes Name of Department:
<b>Details of Principal/Director</b>	
Name	
Academic Qualification (With Specialization)	
Teaching Experience in years	
Administrative Experience in years	
Date of Appointment	
Contact No.	
Email Address	
<b>Details of Department Head</b>	
Name	
Academic Qualification (With Specialization)	
Teaching Experience in years	
Administrative Experience in years	
Date of Appointment	
Contact No.	
Email Address	
<b>Details of funds allocation per annum for the Departmental Library/ Laboratory.</b>	
Funds received from the college	
From received from other source	



## 2.1 Teaching Staff in the Department

Sr. No.	Name	Designation	Qualification	Teaching Experience (Years)	
				UG	PG
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
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**Note.:** Enclose/Furnish complete Bio-Data of all teaching staff Qualification, Total teaching experience, Research work being carried out, Publications and other details.

## 2.2 Research Advisors

Names of Research Advisors duly recognised by the University for guiding students.

Sr. No.	Name	Designation
1		
2		
3		
4		
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**Note.:** Enclose copy of Recognition Letter.

### 3. Courses Offered

Details of courses being offered by the Department at UG/PG level.

Sr. No.	Level (UG/PG)	Course Name	Subjects / Disciplines
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
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## 4.1 Library Facilities

1. Separate library building available: \_\_\_\_\_ (Yes/NO)
2. Total built up area in sq. ft. \_\_\_\_\_
3. Total number of books: \_\_\_\_\_
4. Number of book Titles available: \_\_\_\_\_
5. No. of Journals: \_\_\_\_\_
6. No. of News Paper: \_\_\_\_\_
7. Funds allotted to the library and utilization of funds: \_\_\_\_\_
8. Library automation Software (YES/NO): \_\_\_\_\_
9. Well equipped & furnished library (YES/NO):
10. Computer, Xerox facility (YES/NO):
11. No. Issue / Receive Counter:
12. Issue / Receive record register (YES/NO)
13. No. of Separate reading room:
14. Sufficient furniture (YES/NO):
15. Fire Extinguisher (YES/NO):
16. Books Insurance (YES/NO):
17. Internet (With Capacity & No. of terminals):
18. Qualified librarian appointed (YES/NO):
19. Appropriate library staff appointed: (Yes/NO)
20. Student visiting register maintained: (Yes/NO)
21. Student complaint/ Suggestion box maintained: (Yes/NO)
22. Teaching staff visiting register maintained: (Yes/NO)
23. No. of Books purchased in current year:

24. No of Books purchased in last year:

25. Internet browsing record register (YES/NO):

#### 4.2 List of Books available in the Library

Sr. No.	Title of books for Specific Subject requested for Research Center	No. of Copies
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
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#### 4.3 List of Journals subscribed in the Library (Print Version / Online version):

Sr. No.	Title of Journals for Specific Subject requested for Research Center	Mode Print/Online	Subscription Period (From-To)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
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#### 4.4 List of Publications

Details of Research papers / Books published by the faculty of the concerned department:

Sr. No.	Name of Author	Title with Page No.	Name of Journal/ Publisher	ISSN/ ISBN No.	SCI/UGC CARE list	No. of Co. Author s
1						
2						
3						
4						
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7						
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#### 4.5 Details of Computer facilities available for Research Centre:

Sr. No.	Particulars	Availability
1	No. of Computer terminals	
2	No. of Hardware Engineer	
3	No. of Terminals in LAN connection	
4	No. of Relevant Legal software	
5	No. of Printers (Dot Matrix / LASER)	
6	Internet facility (Dail-up/ Broadband/ Wi-fi)	
7	UPS	
8	Generator	
9	LCD TV	

## 5. Laboratory Facilities

List of Major Equipment available in concerned subject laboratory

Sr. No.	Name of Major Equipment	Numbers
1		
2		
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4		
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## 6. Research Projects

Details of Projects undertaken by the Institute / College faculties in the concerned Subject:

Sr. No.	Name of Principal Investigator	Title of the Project	Sponsored agency	Major/ Minor	Duration	Amount INR
1						
2						
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## 7. Other Relevant Information

Whether all other facilities including accommodation for research scholars are available/ made available for carrying out the research work

1. Principal Cabin:
2. Faculty room (YES/NO):
3. No. of Classrooms:
4. Technology enabled learning spaces: (YES/NO)
5. Seminar halls (YES/NO):
6. Tutorial spaces (Internal Exam course work evaluation space) (YES/NO):
7. Laboratories (YES/NO):
8. Botanical Garden (YES/NO):
9. Animal house (YES/NO):
10. Specialized facilities (YES/NO):
11. Equipment for teaching (YES/NO):
12. Equipment for Learning and Research etc. (YES/NO):
13. Auditorium (YES/NO):
14. Central Instrumentation Center (YES/NO):
15. Canteen (YES/NO):
16. Health Care Facility (YES/NO):
17. Boy's Common Room (YES/NO):
18. Girls Common Room (YES/NO):
19. Boy's Hostel (With capacity):
20. Girls Hostel (With capacity):

21. No. of Gents Toilets:

22. No. of Ladies Toilet:

23. Disabled Friendly (YES/NO):

24. Proper Sewerage (YES/NO):

25. Inverter / Generator (YES/NO):

26. Fire Extinguisher (YES/NO):



## 8. Enclosures

Please attach all enclosure required.

Sr. No.	Name of Enclosure	Page No.
1		
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### DECLARATION

I hereby declare that the particulars furnished above are correct to the best to my knowledge and belief. The Ph.D. program will only be started after getting recognition from the M.J.P. Rohilkhand University, Bareilly.

**Principal/Director/In-charge of Laboratory/  
Secretary**