



UNIVERSITY OF MADRAS

(Established under the Act of Incorporation XXVII of 1857 -
Madras University Act 1923)(State University)

CHOICE BASED CREDIT SYSTEM SECTION
Centenary Buildings, Chepauk, Chennai - 600 005.



No. M.Phil. (AD & Reg) / M.Phil Regl. 2018 / Guidelines/2021-2022/663

Date:22.07.2021

From

The Registrar in charge
University of Madras

To

1. The Heads of the Departments offering M.Phil Courses, University of Madras.
2. The Principals of the Colleges offering M.Phil. Degree Programme, affiliated to the University (Autonomous & Non Autonomous).
3. The Dean (Research), the Dean (CDC) and The Dean (University Departments), UNOM, Chennai
4. All Campus Directors, University of Madras.

Sir / Madam,

Sub: Commencement of online application form for admission to M.Phil (CBCS) programmes in the University Departments and M.Phil (Full Time and Part Time) Degree Courses in Affiliated, Autonomous Colleges and Research Institutions for the current academic year 2021-2022 –Approval – Intimation – regarding.

I am, by direction, to inform you that the admission of M.Phil., Courses in the University Departments, Affiliated, Autonomous colleges and Research Institutions for the current academic year 2021-2022 have been approved based on the directions of Tamil Nadu government. The commencement of online Applications for admission cum registration under the semester system for M.Phil courses has been opened for University Departments and other affiliated, autonomous colleges and Research institutions on two separate web portals. The following common schedule is enclosed for kind perusal and for necessary action in this regard:

COMMON SCHEDULE

- | | |
|---|--------------------------|
| i) Commencement of online Registration for admission: | 15.07.2021 |
| ii) Last date for Online Registration and submission: | 14.08.2021 |
| iii) Period of Entrance Examination: | 20.08.2021 to 31.08.2021 |
| iv) Last date for forwarding of selected candidates list: | 15.09.2021 |
| v) Commencement of Classes; (Semester:15 weeks) | 27.09.2021 |

cont.2 / P.T.O

I am further to inform you that the online applications portal for admission of M.Phil courses in the affiliated colleges of this university is available for registration in the university website: www.unom.ac.in. The candidates, who are eligible for admission to the M.Phil degree course in the University Departments / Affiliated colleges/Research Institution, have to apply through online mode only and hard copy of the online application along with requisite documents and fees as prescribed in the application form should be submitted to the respective departments of the University / colleges where they are proposed to undergo their studies.

The Departmental Selection Committee should be convened only after the last date of receipt of applications from the candidates' i.e. **14.08.2021** and the entrance test should be conducted as per the above schedule. After the selection of candidates, **all the supervisors are asked to submit the guideship approval letter along with hardcopies of main applications plus with formats along with the minutes of the departmental Committee or Research Committee so as to forward to the University.**

It may please be noted that the ultimate responsibility for any irregular admission shall, however, rest only with the HOD's Departments pertaining to University and Principals of the Colleges concerned. If it is observed at a later stage that the admission given by the Heads of University Departments / College is found incorrect, such admission will be cancelled at any stage of the Programme. Therefore, kindly ensure that all the admissions are made strictly in accordance with the guidelines prescribed by the University.

The detailed guidelines for M.Phil Regulations 2018 and its amendments, is available in the website www.unom.ac.in for reference.

Kindly acknowledge receipt of this communication.

Yours faithfully,


REGISTRAR i/c

Copy to:

1. The Secretary to Vice-Chancellor, UNOM,
2. The P.A. to the Registrar, UNOM,
3. The P.A. to the Controller of Examination
4. The Director, Network operations & Edusat Programmes, UNOM.
5. The System Analyst for taking necessary action



**GUIDELINES FOR ADMISSION TO M.PHIL. DEGREE COURSES IN
UNIVERSITY DEPARTMENTS, AFFILIATED COLLEGES AND RESEARCH
INSTITUTIONS FOR THE YEAR 2021-2022.**

The following guidelines are prescribed for admission to M.Phil. Degree Programme.

1. Each College may have One Departmental Committee / Research Advisory Committee in each subject to scrutinize the applications and the Certificates for admission and to recommend to the Principal for Selection of candidates, but the ultimate responsibility for admission made shall rest only with the Principal of the Colleges.

2. Eligibility for Full-Time M.Phil. Course:-

The Minimum marks for admission to Full-Time M.Phil. Degree Programme shall be 50% for the candidates who have qualified for the Master's Degree prior to 19-09-1991 and 55% for the candidates who have qualified for the Master's Degree on after 19-09-1991. There is no provision for rounding of 54.5% and above marks to 55%. For candidates belong to SC/ST Community and Disabled (Physically and Visually Challenged) candidates, who have qualified for a Master's Degree on after 19.09.1991, a concession of 5% of marks will be given in the minimum eligibility marks prescribed.

A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/Differently-Abled, visually challenged and other categories of candidates as per the decision of the Commission from time to time.

Allotment of Research Supervisor:

A Research Supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil., scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil., scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil., Scholar.

3. The admission may be made on the basis of the marks scored in the Entrance Exam. The Entrance Exam may be conducted on the following lines:-
 - a) The Entrance Exam should be held after the publication of P.G results only.
 - b) The Entrance Examination has to be conducted by the respective University Departments / Colleges / Research Institutions **in between: 20.08.2021 to 31.08.2021.**
 - c) The Entrance Examination which will be conducted by the respective departments/ colleges/ Institutions shall carry a maximum of 50 marks. Written Examinations 35 marks and Oral examination 15 marks. The syllabus of the Entrance Test shall consist of 50% of research methodology and 50% shall be on subject specific. **The candidate should secure at least 25 marks out of 50 marks in the entrance test (written and oral).** No Entrance Examination need to be conducted for Part – Time M.Phil., Programme.

- d) An interview / viva-voce to be organized by the University Departments/ colleges as mentioned above when the candidates are required to discuss their research interest / area through a presentation before a duly constituted Department Research Committee. Provided that selection of candidates, a weightage of 70% to the entrance test and 30% to the performance in the interview /viva voce shall be given.
 - e) Provided that a relaxation of 5% of marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/Differently able category in the entrance test examinations conducted by the Universities.
 - f) The candidates should have to take the examination only in the subject for which he/she has applied for admission to the M.Phil., Programme.
 - g) The Head of the Department concerned may design the question paper for the Entrance Exam. The question paper has to be set and valued by the respective admission Committee of the College only.
4. The conditions for admission prescribed under regulations in respect of M.Phil. Degree programme should be strictly followed. All candidates should have passed two year P.G. Degree course after three year Degree course and Higher Secondary of 12 years duration or Pre-University under 11 year S.S.L.C+1 year or 10+2 Pattern. Candidates, who have passed the P.G. Degree Examination which is less than 17 years of total duration of the course, are not eligible for admission to M.Phil. Degree course.
 5. The Principal of the college should insist **on the production of an eligibility certificate** obtained from the Registrar of this University before granting admission to them in respect of the candidates who have passed their qualifying examination from other Boards/Universities.
 6. The Departmental Committee / Research Advisory Committee shall recommend students for 100% of the seats in each M.Phil. Programme applying the Government Order with regard to communal reservation viz., GT 31%, BC 30% (Muslim 3.5% of 30%), MBC&DNC 20%, SC 18% (For Arunthathiyars, as per GO 112 & 113, dt. 29.04.2009) and ST 1%.
 7. G.T. as General Turn, will contain waiting list candidates in accordance with overall rank list(e.g.) G.T. waiting list may contain candidates of BC/MBC&DNC/SC/ST, even if they might have been included in the Selected list of respective community. In the overall rank list G.T. Selection list and G.T. Waiting list community other than BC/MBC&DNC/SC/ST may be denoted by FC (not by GT).
 8. If some candidates who have been selected for admission, do not turn up within the prescribed date or if any candidate drops out after admission, the vacancies so caused, should be filled up immediately from the waiting list only in the order of merit under each category.
 9. If no MBC&DNC candidates are available, such vacancies may be recommended with BC, ST, SC, and GT candidates in that order. If no BC candidates are available, such vacancies may be recommended with MBC, DNC, ST, SC & GT candidates in that order. **Vacancy arising under SC/ST category should be filled only with SC/ST and not with others.**
 10. **While forwarding the admission list, the following should be furnished.**
 - I. Copy of the Sanctioned Strength approval letter from the University for all subjects
 - II. Number of Guides and copy of the Guideship approval letter from the University
 - III. **The minutes of the Departmental Committee** on the finalization of admission list
 - IV. List of candidates applied (vide Annexure - format I)

- V. List of candidates appeared for the Entrance Test with Absentees. (Vide Annexure II)
- VI. Rank List of candidates (vide Annexure - format-III)
- VII. List of candidates Selected /Waiting list (vide Annexure - format IV).
- VIII. List of candidates Admitted (vide Annexure-V) together with their applications and attested Xerox copies of the P.G. Mark Statements, Community certificate and Eligibility Certificate in the case of candidates from other Universities.
- IX. List of Physically Handicapped candidates (separate in Annexure VI)

11. Last Date for Admission:

List of candidates selected and admitted shall be forwarded to the University for Approval and ratification on or **before 15.09.2021** after the due date of submission for admission application will not be entertained.

12. Eligible for Part-Time M.Phil., Course:-

- I. Teacher candidates working in affiliated colleges and whose Qualification/appointments are approved by the university.
- II. Teacher candidates working in the University Departments.
- III. Teacher candidates working in Polytechnic approved by the Director of Technical Education or in Higher Secondary School and High school approved by the State Board or Central Board of Secondary Education or Education Instructors of I.A.F. (within Madras University jurisdiction) who possess Master's Degree provided those who have qualified for the Master's degree on or after 19.09.1991 and have secured 55% of marks. In the case of those who have qualified for the Master's degree prior to 19.09.1991, no minimum marks is prescribed for candidates belonging to SC/ST community & Disabled (Physically & Visually challenged) who have qualified for a Master's Degree on or after 19.09.1991, a concession of 5% of marks will be given in minimum eligibility marks prescribed.

Preference should be given to teachers working in the Affiliated Colleges of this University and in the Departments of this University. Then teachers working in polytechnics approved by the Directorate of Technical Education and in approved Higher Secondary Schools as well as High schools under State Board or Central Board and Education Instructors of I.A.F.(within Madras University area) may be considered on merit basis, subject to reservation rules of the Government of Tamil Nadu.

It may be noted that only teacher whose appointment has been approved by the Competent Authority should be selected.

S.No.	Category of candidates	Competent Authority
1.	College Teachers	University of Madras
2.	Teachers working in Polytechnic	Director of Technical Education
3.	Teacher working in the Hr.Sec./High school	D.E.O./ Inspector of High School Matriculation Schools/Inspector of Anglo Indian Schools/Secretary, CBSE etc

The teacher candidates working at a reasonable distance (i.e.) the Distance between the place of employment and the College where M.Phil. is conducted, should be such that the candidates can travel every day and attend classes regularly on working days after finishing their teaching assignment may be selected.

While selecting the Part-time candidates, the following should also be verified:-

- a) The applications of the candidates should have been routed through the Proper channel.
 - b) The appointment of the candidates should have been approved by the Competent Authority.
 - c) The candidates should have enclosed the Service Certificate along with the application form.
 - d) The candidates should have enclosed the Certificate from the D.T.E./D.E.O that the Polytechnic/Higher Secondary /High School where the teachers are employed is recognized by the Government.
13. The candidates who have passed M.Sc. Degree in Mathematics, General Chemistry, Botany, Physics and Zoology through Distance Education from Annamalai University under regular pattern are also eligible for admission to M.Phil., Degree programme (Full Time/Part Time).
 14. **The Principals are requested that the candidates may be admitted as per this Guidelines, subject to approval by the University as already informed in this Office Letter No.Admn./M.Phil./Colleges/93/d.2/1036 dt.13.04.1993. The Principals should note the along with the admission list, they should send all the lists and particulars indicated in Para-10 of this communication to the University for perusal and approval, in the format prescribed thereto (Annexure-II).**
 15. The following fees payable to the University should be collected from each admitted candidate and remitted by means of Demand Draft to the University while sending the admission list for approval. The fees mentioned below should be paid separately [not to be combined with any other fees]

S.No.	Fees Details	Amount
1.	*Library fee	Rs.120/- per annum
2.	Cultural & Youth festival fee	Rs.30/- (whole Course)
3.	Development of infrastructural facilities fee	Rs.30/- (Whole Course)
5	Registration Fees	Rs. 500/-

* The Library fee of Rs.120/- should be collected from the Part-Time M.Phil., students for the period of second year studying to be remitted to the University

16. Recognition:

The Heads of Departments/ Principals should inform the candidates, who require recognition of the qualifying examinations passed by them at other Universities or Bodies to produce an eligibility certificate obtained from the Registrar, University of Madras and they should not admit the candidates without getting their eligibility certificates.