



महाराष्ट्र आरोग्य विज्ञान विद्यापीठ

MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES

वणी रोड, म्हसळ, नाशिक- ४२२००४, Vani Road, Mhasrul, Nashik – 422 004

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Vidya Thakare
Dy. Registrar

Ph.: 0253-2539199 / 2539235

No. MUHS/PG-T/E1/1280 /2011

Date : 21/06/2011

Circular No. 12 /2011

Faculty of Medicine

(For students admitted for Academic Year 2011-12)

To,
The Dean/Principal,
All P.G.Medical Colleges/ Institutes
affiliated to MUHS,Nashik

**Sub.: Submission of Title & Synopsis of dissertation for academic year 2011-12
alongwith requisite fees...**

Sir/Madam,

With reference to the subject cited above, I am directed to inform you that following guidelines must be observed by the Colleges/ Institutes while submitting proposals of Title & Synopsis of Dissertation for **the batch admitted for Academic Year 2011-12.**

1. The ***last date for submission*** of Title & Synopsis of Dissertation is **31/12/2011** & it must be submitted in the prescribed format as per **Appendix 'A'**.
2. The Title opted by the student ***must be approved by "Ethics Committee"*** of the College & to be submitted in prescribed format as per **Appendix "B"**. Only **one copy** of Synopsis alongwith plan of work, not exceeding 500 words, must be submitted to the University ***through the Dean/Principal*** with a recommendation of Guide/ P.G.Teacher.
3. It is observed that there is variation in Title, in the proposal of Title & Synopsis of Dissertation submitted by the students in Appendix 'A', 'B' & Synopsis. The P.G. Guide & Dean/Principal shall ensure that 'Title' is correctly mentioned in each proposal.
4. The proposals of Title & Synopsis of Dissertation of the students admitted for ***M.D./M.S./M.Sc. Biochemistry courses*** are ***only*** to be submitted for University approval. The proposals of Title & Synopsis of the students admitted for Diploma course will not be accepted by the University. However, the students of Superspeciality have to follow the guidelines as per Notification No.11/2010, dated 13/04/2010 which is enclosed herewith.

5. **Once Title & Synopsis of Dissertation** has been **approved by the University**, Change of Title & Synopsis of Dissertation will **not be permitted** to any student after **31st July 2012**. However in exceptional cases & at the discretion of the University, a proposal of Change of Title alongwith justified reasoning & necessary documents of the student shall be considered by the University.
6. A request for **Change of Title** merely due to **Change of Guide** will not be entertained by the University.
7. The **Student : Guide ratio** shall be **strictly maintained** as per norms laid down by the Central Council.
8. Guide **must be** Postgraduate Recognized teacher of this University and the **qualification of the Guide should be recognised by the Central Council**.
9. The change of Guide should not be allowed as far as possible once the student has worked with the Guide for 13 months from the cut off date of admission to PG course. However, the followings are the exceptions, if the i) Guide has left the service ii) resigned from the post iii) due to unfortunate death or unable to guide the student due to severe long-term disease or tragic accident iv) Guide is debarred by University. A proposal of **Change of Guide** to the student will be considered by the University, provided it is submitted by the College in prescribed format (copy enclosed).
10. In case of transfer of Guide as per Government orders, the Guide can continue to guide the student registered with him, if it is feasible. In such cases submission of NOC/ Willingness letter, through the Dean/Principal, by the guide is mandatory;
11. The submission of Title & Synopsis of Dissertation will be accepted by the University **through proper channel** only. **No proposal** will be directly accepted **from the students**.
12. The list of **Titles approved by the University** are available on University website (www.muhsnashik.com) for perusal of students & teachers. Kindly refer said list while selecting the Title, **so that the Title is not repeated**.
13. The "Fees For Approval Of 'Title & Synopsis' Proposal", are as follows (Ref.-PG Academic Notification No. 01/2009 dated 04/04/2009):

S.N.	Particulars of fees	Fees
01	'Title & Synopsis' proposal (without late fee)	Rs. 300/-
02	Late submission of 'Title & Synopsis' proposal	Rs. 100 per week
03	Change of 'Title & Synopsis' proposal	Rs. 300/-

It shall be the **responsibility of the Dean/ Principal** of the College to collect requisite fees from the concerned Postgraduate students & submit a **consolidated Demand Draft** in favour of the Registrar, MUHS payable at Nashik. Incomplete proposals in respect of fees & relevant documents will be rejected & no communication will be made by the University.

**Dy. Registrar
I/C Academic Section (P.G.)**

Encl: 1) Appendix 'A' & 'B'
 2) Circular No.1/2008 dated 16.04.2008
 3) Notification No.11/2010, dated 13/04/2010

Copy to: **The Offg. Controller of Examinations,
 MUHS,Nashik**

(FORMAT FOR SUBMISSION OF TOPIC BY P.G. STUDENT)

Name of the P.G. College	
Department	
Name of the Guide & College Name	
Contact Number of Guide	

Through Proper Channel only

To,
The Registrar
 MUHS, Nashik- 422 004

Sub.: Submission of Title & Synopsis of Dissertation

Respected Sir/Madam,

I Dr.
(Surname/Name/Father/Husband Name)
 registered forin
 the..... batch under the guidance of Dr.....
(Year) (Guide Name)

(Post) (Designation) (Department) (College)

I am due to appear for in
(Course and Subject) (Exam Month & Year)

I am submitting herewith Title & Synopsis of Dissertation as mentioned below & as suggested by my aforesaid Guide.

Title of Synopsis

Kindly accept and register my Title of Synopsis.

.....
(Candidate Name & Signature)

The qualification of the teacher is recognised by the Central Council.

.....
(Guide Name & Signature)

.....
(HOD Name & Signature with Dept. Seal)

.....
(Signature & Seal of Dean of College)

REPORT OF ETHICS COMMITTEE

Department :	
Candidate admitted year :	
Course and Subject :	
College Name & Address :	

Reference No.

Date:

To,

.....
(Candidate Name)

.....
(Department)

.....
.....
.....
(College Address)

Sub: Research Proposal of
entitled ""
(Title & Synopsis of Dissertation)

Ref:-
(Letter/ Proposal of Student)

Dear Student,

The above mentioned research proposal of Title & Synopsis of Dissertation was discussed in the Ethics Committee meeting held on (Date)..... at our College.

Ethics Committee has unanimously approved your Title & Synopsis of Dissertation. This work will be done under the guidance and supervision of your guide
Dr.

.....
(Signature)

.....
(Name)
Chairperson, Ethics Committee

.....
(College Name)



श्रीमती विद्या ठाकरे

एम.एस्सी. डि. फार्म.

उपकुलसचिव

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जा.क्र. मआविवि/पीजी.टी/०१/२००८

दि. १६/०४/२००८

परिपत्रक

सर्व संलग्नित पदव्युत्तर महाविद्यालयांना कळविण्यात येते की, दिनांक २८/१२/२००७ रोजी झालेल्या विद्यापरिषद सभेच्या ठराव क्र.३९९/२००७ नुसार मान्यताप्राप्त मार्गदर्शक नेमण्यासंदर्भात खालील प्रमाणे कार्यवाही करावी.

मार्गदर्शक (Guide)बाबत खालील परिस्थिती उद्भवल्यास:-

१. विद्यापीठ मान्यताप्राप्त पदव्युत्तर शिक्षक /मार्गदर्शक कार्यरत असलेल्या महाविद्यालयातून आकस्मिकरीत्या सोडून गेल्यास अथवा राजीनामा दिल्यास.
२. विद्यापीठ मान्यताप्राप्त पदव्युत्तर शिक्षक/मार्गदर्शकाचे दुर्देवी निधन झाल्यास.
३. विद्यापीठ मान्यताप्राप्त पदव्युत्तर शिक्षक/मार्गदर्शक अन्य काही कारणास्तव (दीर्घ आजार, नुकसानदायक अपघात इत्यादी)पदव्युत्तर विद्यार्थ्यांना मार्गदर्शन करण्यास असक्षम झाल्यास.
४. विद्यापीठ मान्यताप्राप्त पदव्युत्तर शिक्षक/मार्गदर्शक विद्यापीठ निर्णयानुसार परीक्षेच्या कामांपासून वंचित राहिल्यास (Debarred), व त्याअनुषंगाने विद्यार्थ्यांना मार्गदर्शन करण्यास असक्षम झाल्यास.
५. विद्यापीठ मान्यताप्राप्त पदव्युत्तर शिक्षक/मार्गदर्शकाची एका संलग्नित शासकीय महाविद्यालयातून दुसऱ्या गावी संलग्नित असलेल्या महाविद्यालयात बदली झाल्यास अथवा प्रतिनियुक्तीवर नेमणूक झाल्यास.

उपरोक्त परिस्थिती उद्भवल्यास खालीलप्रमाणे कार्यवाही करावी...

१. पदव्युत्तर विद्यार्थ्यांनी ज्या महाविद्यालयात नोंदणी केली असेल त्याच महाविद्यालयातील संबंधित विषयातील इतर मान्यताप्राप्त पदव्युत्तर शिक्षकांमधील वरीष्ठ मान्यताप्राप्त मार्गदर्शकाची महाविद्यालयाने विद्यापीठाच्या पूर्वपरवानगीने नेमणूक करून तसे विद्यापीठास कळविण्यात यावे.

२. ज्या गावातील/शहरातील संलग्नित महाविद्यालयात विद्यार्थ्यांनी नोंदणी केली असेल त्याच गावातील/शहरातील दुसऱ्या संलग्नित महाविद्यालयातील संबंधीत विषयातील मान्यताप्राप्त मार्गदर्शकास विद्यापीठाच्या पुर्वपरवानगीने नेमण्यात यावे. सदर नेमणूक करतांना संबंधीत मार्गदर्शकांचे व कार्यरत असलेल्या महाविद्यालयाच्या प्राचार्यांचे ना हरकत प्रमाणपत्र (N.O.C.) घेण्यात यावे.
३. वरील दोन्ही मुद्द्यांची पुर्तता करण्यास अडचण येत असल्यास मा.कुलगुरु यांच्या संमतीने निर्णय घेण्यात यावा.

आपली विश्वासु,

सही/-

उपकुलसचिव

पदव्युत्तर शैक्षणिक विभागप्रमुख

सोबत :- मार्गदर्शक बदलीच्या पत्राचा नमूना.

Amended Format of Application for Permission for Change of Guide

To
The Registrar
Maharashtra University of Health Sciences,
Nashik

Sub:- Permission for Change of Post Graduate Guide.

Sir,

Dr.....is the student admitted from
(name)

Academic Year.....for.....in.....speciality.
(name of the course)

The said student was registered under Dr.....
(name)

However due to.....
(please cite the reason)

.....the said
teacher is not able to guide the student. Hence, you are requested to permit
Dr.....
(name of the new guide)

..... who is Post Graduate recognized teacher of M.U.H.S.
(MUHS PG teacher recognition letter No.....
dtd.....) At present he/she is working as
.....in the department of

We confirm that no. of students registered for Last Three Academic year with aforesaid teacher are as follows:

Sr.	Last Three Academic Year	Name of Student	Name of College	Name of University
a)				
b)				
c)				

--	--	--	--	--

The earlier Guide is willing for change due to the inability stated above and the new Guide has given consent to guide the student. The Guide : Student ratio is maintained as per Central Council rules and the qualification of the Guide is recognised by the Central Council. You are requested to give the permission for the change of Guide.

Date:-

Place:-

**Dean
(Signature & Seal)**

