

Specifications of M.Phil. Dissertation

Candidates submitting dissertation to the University for the Award of M.Phil. Degrees are required to follow the rules noted below regarding the size, style and binding of the thesis.

1. Every candidate shall submit **three (3)** copies of his/her dissertation along with **three (3)** soft copies in PDF format. All the PDF files should be saved separately with fonts in CDs. Guide's Certificate and Declarations by M.Phil. Candidate pages should be scanned after guide and candidate's signatures only and to be saved in all CD's before submission to the University.
2. The copies shall be bound in accordance with the following specifications.
 1. Save dissertation in MS Word (6.0 version or more) format and in PDF format
 2. Save dissertation using a file name in the pattern "Author.doc" where author is the surname of the author.
 3. A4 size paper (210 by 297 mm.) for the dissertation, select A4 size page set up for the PDF also.
 4. Provide title in True Type Font (TTF)/ Unicode Mangal/Arial Unicode MS, 18 points along with author's name and required details in 16 pints.
 5. Use True Type Font (TTF)/ Unicode Mangal/Arial Unicode MS font, 14 points for Arial Unicode MS, 12 points for True Type Font (TTF)/ Unicode Mangal/ or as per the font for the main text, in single column and 1.5 line spacing. Paragraph heading and subheadings have to be displayed properly (in bold).
 6. Set the margins as follows.

Top	: 1 inch
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7. Page numbers at the bottom of each page, centred on the width.
8. Set the main text in the alignment of justified.
9. Print figures and tables interspersed with text and place them as near the point of mention as possible. Add descriptors to tables and figures.
10. Printing of dissertation should be on one side only per page.
11. No ornamental bordering of the sides is permitted.
12. No dedication page in M.Phil. Dissertation is permitted.
13. Format of M.Phil. Dissertation for submission to this University shall be as follows:
 1. Cover Page (ANNEXURE – VIII)
 2. Title Page (ANNEXURE – IX)
 3. Certificate of Guide (ANNEXURE – X)
 4. Declarations by M.Phil. Candidate/*Pratijnapatram* (ANNEXURE – XI)
 5. Acknowledgements
 6. Index / Table of Contents
 7. List of Figures, Tables or Illustrations (if any)
 8. List of Abbreviations (if any)
 9. Main text along with introduction & all chapters
 10. Summary / Conclusion
 11. Bibliography
 12. Annexure if any