



RAJJU SHROFF ROFEL UNIVERSITY, VAPI

A STEP AHEAD TOWARDS A SUCCESSFUL CAREER

"Established under Gujarat Private University Act, 2009."

Important Instructions for Research Proposal Presentation

1. No requests for change of research proposal presentation date, timings, schedule etc. will be entertained. The candidates have to strictly adhere to the research proposal presentation schedule.
2. At the time of admission, all candidates are required to submit two (2) self-attested copies of the proposed research proposal. However, it may be noted that appearing in research proposal presentation will not entitle a candidate for any claim on admission if the research proposal submitted by him/her does not suffice the standards of the quality research to be pursued at such level.
3. Candidates shall remain present in person at the time of research proposal presentation, failing which their candidature shall automatically stand cancelled. No request for representation shall be entertained at any cost.
4. Candidates should approach supervisors and discuss their area of interest in research. However, it should be noted that literature review is must for identifying the research gap. The expert panel will be examining on the following-

The candidate possesses the competence for the proposed research;

The research work can be suitably undertaken at the proposed Institution/College. The proposed area of research can contribute to new/additional knowledge.

- a. Candidates will be required to demonstrate to the panel, how well have the papers from standard journals been read and analyzed.

Thus, the proposal should clearly demonstrate that

- I. A good literature review has been carried out,
- II. The work you propose to do, have not been tried earlier and
- III. It will make a substantial impact in the domain

- b. Guidelines for research proposal-

- Proposed topic of research (title page)
- Name, designation and affiliation of the candidate (title page)
- Introduction
- Literature survey
- Problem definition and objectives of research work (includes relevant content of the research proposal/ candidate's competence for the proposed research)
- Contribution of proposed research work to add new /additional knowledge
- Tentative Plan of Work
- References

- c. Guidelines for Presentation

- Title slide should contain proposed research topic, name of candidate



- Reference should be given on relevant slide as a footnote.
- Slide should not have too much text. Avoid reading from your slides. Remember these slides are to remind you of the main points that you wish to present. Try and explain your point to the panel in your own words and not by directly reading every word on the slide.

5. Candidates have to mandatorily submit all the documents whichever applicable (as mentioned in application form) along with the print out of the Application form duly signed by them and a copy of the receipt , at the time of Admission failing which their candidature shall be automatically cancelled forthwith.

- a. Documentary proof in support of previous & current experience (if applicable) and academic qualifications should be attached, failing which it will be believed that the candidate does not possess the requisite experience and qualifications mentioned therein and the candidature will be summarily rejected.
- b. Candidates claiming exemption from the entrance test should enclose requisite documents failing which, their claim for exemption will not be considered.
- c. Candidates claiming category relaxation must enclose requisite certificates, failing which their relaxation will not be considered.
- d. Physically disabled candidates, having not less than 40% of physical disability should enclose certificate of disability issued and duly signed by the competent medical authority. (as per the format prescribed by the Government of Gujarat)
- e. Candidates having obtained their qualifications from abroad or under foreign system in India are required to obtain an equivalence certificate from Association of Indian Universities (AIU) to be submitted along with an application form.
- f. Candidates already in service must submit "NO OBJECTION CERTIFICATE" from his or her current employer on the letterhead of organization, duly signed by the appropriate authority of the employer organization clearly stating the following:
 - I. The candidate is permitted to pursue studies on a Part-Time basis
 - II. That his/her official duties permit him/her to devote sufficient time for research.
 - III. He/She will be fully relieved from duty as and when required by the University.
- g. Candidates applying for Full-time sponsored category shall submit an additional 'Certificate' on the letterhead of organization, duly signed by the appropriate authority of the employer organization clearly stating the following:
 - I. For the period of his/her studies in the Programme, the candidate would be treated as on duty with usual salary and allowances, and
 - II. That he/she will be fully relieved and granted study leave for a minimum period of 3 years at the time of admission.
- h. Candidates shall also submit endorsed documents that the laboratory/experimental facility is available at their proposed place of work or if they plan to do experiment in



any other University/institute etc. then the candidate must produce a "No Objection Certificate" (NOC) from the respective HOD/Director of the University/Institute etc.

I. Candidates having obtained the degree through the medium of MOOCs shall submit a Certificate from the Parent Institution/University stating equivalent credit weightage; being assigned to the candidate for the credits earned in the MOOCs opted by him/her through SWAYAM platform in the credit plan of the programme offered by the Parent Institution/University;(Wherein it should be categorically specified that MOOCs opted by any student has been allowed only for 20% of the total courses offered in a particular program in a semester by the Parent Institution/University).

6. No TA/DA shall be provided by the University for appearing for Research Proposal Presentation.




I/C REGISTRAR
Rajju Shroff ROFEL University
VAPI