



**CENTRE FOR RESEARCH STUDIES (CRS)
KRISHNA UNIVERSITY
MACHILIPATNAM-521 004 (A.P) INDIA**

**PROCEDURE FOR RECOGNITION OF NEW DEPARTMENTS/INSTITUTIONS
OFFERING SCIENCE/ARTS/PHARMACY/MANAGEMENT PROGRAMS AS
RESEARCH CENTERS**

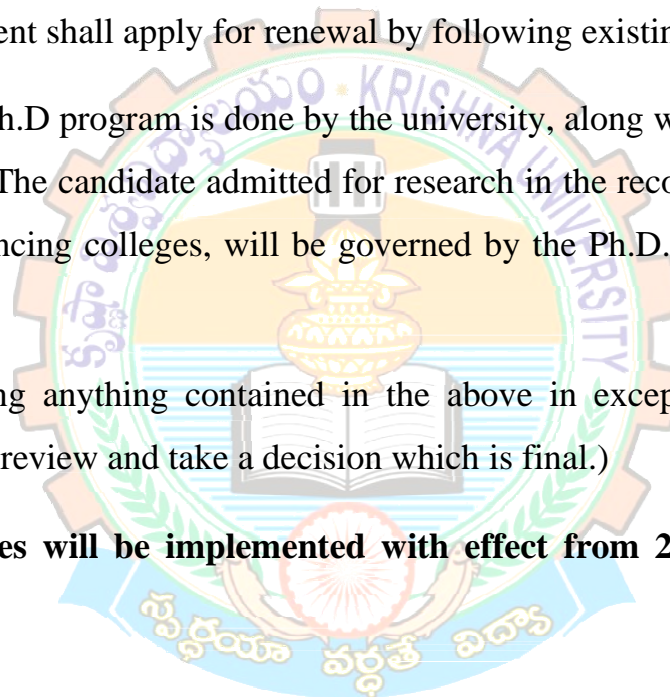
- a. Department / Institutions seeking approval / recognition to research program shall apply to this university in the prescribed format.
- b. They shall submit the duly filled form along with supporting documentary evidence showing the possession of required facilities for the conduct of Ph.D program.
- c. The Arts and Science /Pharmacy/Management Colleges seeking the recognition of the Department shall have the following facilities according to the needs of the research:-
 - i. Adequate laboratory facilities for Experimental Work needed for research.
 - ii. Adequate library facilities for advanced research work.
- d. An inspection fee of Rs. 20,000/- (Rupees Twenty thousand only) or that may be prescribed by the University from time to time has to be paid at the time of submission of the application from when seeking recognition.
- e. After due scrutiny of the filled in applications and documents received thereof, an inspection committee consisting of three members, having the Chairman, Convener and Subject expert shall visit the college / institution. The recommendations of the Inspection Committee, if found satisfied, shall be placed for approval by the University.
- f. In case, if the University is not satisfied of research / Teaching facilities, it may reject the application and the Institution will be informed about the deficiencies. The Institution can request for re-inspection after duly rectifying the deficiencies pointed

out in the first inspection. The University shall depute another inspection team for re-inspection after obtaining the re-inspection fee of Rs. 20,000/- (Rupees Twenty thousand only) or as that may be prescribed by the University from time to time. The orders recognizing the said Department shall be issued after collecting the fee of Rs 25,000/- (Rupees Twenty thousand only) per first year per department and 10,000/- for the remaining two years period or as that may be prescribed by the University from time to time.

- g. The department offering for fulltime Ph.D shall be inspected once in 3 years. In this regard department shall apply for renewal by following existing rules.
- h. Admission to Ph.D program is done by the university, along with Ph.D. admissions of the university. The candidate admitted for research in the recognized research centers of the self-financing colleges, will be governed by the Ph.D. academic regulation of the university.

(Notwithstanding anything contained in the above in exceptional cases, the Vice-Chancellor can review and take a decision which is final.)

(The above guidelines will be implemented with effect from 2020-21 academic year onwards)



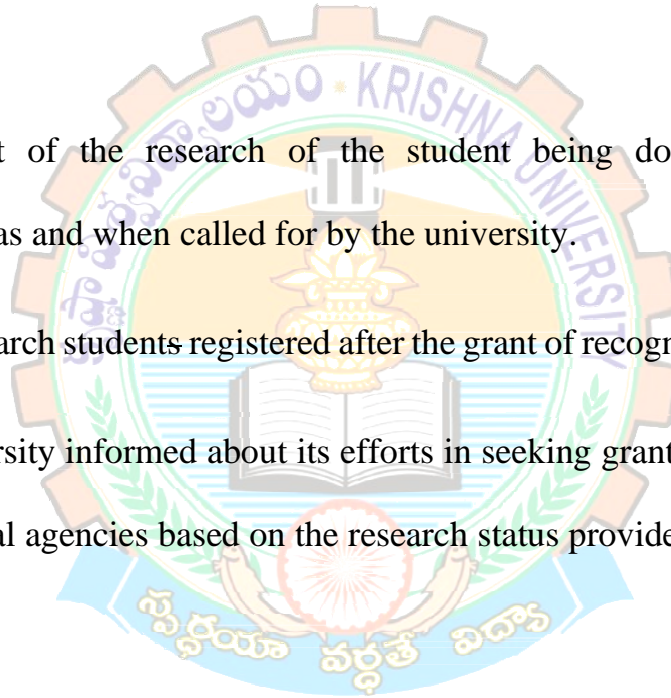


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ACCOUNTABILITY AND RESPONSIBILITY OF RESEARCH CENTERS

Such recognized institution shall be accountable to the University in the following manner:-

1. Shall submit annual reports of the progress and research work being done in the institute.
2. Progress report of the research of the student being done shall be submitted periodically or as and when called for by the university.
3. Number of research students registered after the grant of recognition shall be informed.
4. Keep the university informed about its efforts in seeking grants/funding from national and international agencies based on the research status provided by the university.



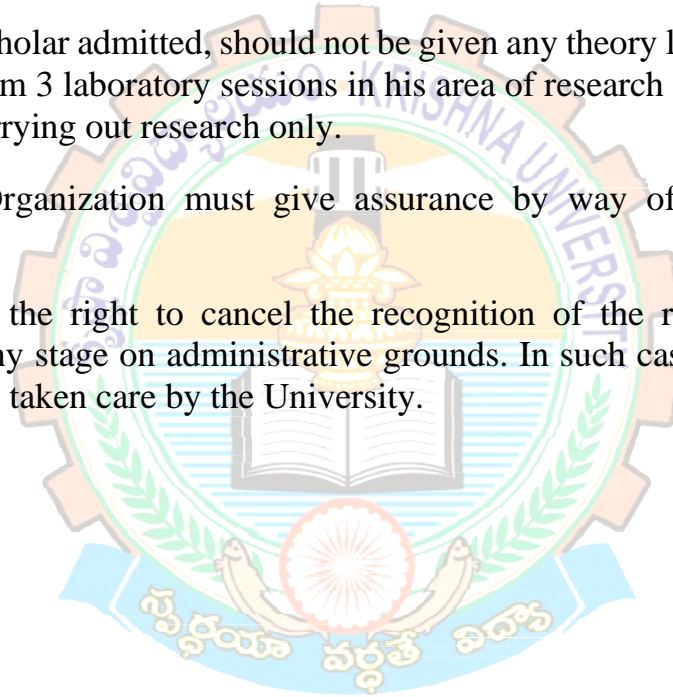


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**RULES, REGULATIONS AND CONDITIONS TO BE FULFILLED BY
AFFILIATED COLLEGES FOR RECOGNITION AS RESEARCH CENTRES**

1. The relevant P.G. Course in Arts and Science/Pharmacy/Management must be in existence for at least last FIVE years and Name of the Branch/ Department in which Ph.D. program is to be offered must be declared with specialization.
2. The institute should have minimum UGC 2f or 12B /NAAC recognition.
3. The institute should provide necessary journals and books required for the research.
4. The institute should provide necessary laboratory facilities for the research required.
5. At least two regular full time faculty members with three years of post Ph.D. experience should be available in the proposed department for recognition of research centre and recognition of research supervisors in the institution concerned per UGC guidelines.
6. The proposed supervisors should have a Ph.D. degree in the relevant discipline from a reputed University with a minimum of seven years of PG teaching/research experience, out of which the post Ph.D. experience should be three years and having six publications out of which three publications must be in UGC care list/Web of Science/Scopus indexed/AICTE approved/ Refereed National/International journals after obtaining Ph.D. Degree for eligibility as a recognized research supervisor. Further supervisor services should be ratified by the University. These may be prescribed by the University from time to time.
7. If the Supervisor retires or leaves the Institution during the period of research, the research student may be transferred to any other eligible guide or to any other research centre recognized by the KRU. In any case the student must be paid stipend if any by the Institution originally, he was allotted. The decision of the University is the final in the regard. Moreover, the college management should submit NOC in either case to the University.
8. In case of admission in affiliated colleges as research centers of KRU, Machilipatnam, there shall be a co-guide from the concerned academic department of the constituent college of KRU.
9. The institute/organization shall be willing to provide the minimum expenditure to meet contingencies/conferences/field works/stationary etc in connection with research carried out by admitted scholars in the centre.

10. Institute/organization must provide Networking/Internet facilities/ Laboratory/ equipment etc. for Research Scholars.
11. Allotted Supervisor for the Research program should be available in the department continuously till the thesis submission of the student.
12. The tuition fee paid to the university by the fulltime scholars at the time admission will be transferred to respective research centres on request after student passing Pre-Ph.D exams. For the subsequent years the research centres are authorized to collect applicable tuition fee directly from the student.
13. Details of stipend and attendance particulars of the fulltime scholar are to be submitted by the respective research centres to the university on or before 15th July every year.
14. The research scholar admitted, should not be given any theory load and may be allowed to take maximum 3 laboratory sessions in his area of research work. He should devote full time for carrying out research only.
15. The Institute/Organization must give assurance by way of submitting prescribed affidavit.
16. University has the right to cancel the recognition of the research centre/research supervisor at any stage on administrative grounds. In such cases the allotted research scholars will be taken care by the University.





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*Application Form for Recognition of Institution/Organization as An
Approved Research Centre for Ph.D. Programme under KRU (for research
Scholars in the Dept./Branch of.....)*

1	Name and Address of the Institute (with Tel./Fax/e-mail)	
2	Name and Address of the Principal (with Tel./Fax/Mob/e-mail)	
3	Year of establishment of the institute	
4	Has the institute been NAAC Accredited If so, enclose proofs from approval date to the period	
5	Has the institute got UGC a. 2F b. 12B	YES/NO YES/NO
6	Name of the Dept./Branch in which Ph. D. Program isto be offered & Number of faculty (Enclose List) <ul style="list-style-type: none"> If the department/ branch has already been recognized by the Krishna University as research Centre, please enclose the proofs. 	
7	No. of Faculty with Ph.D. in the Dept./Branch &Enclose List as per Enclosure #1 <ul style="list-style-type: none"> If the faculty of the department/ branch hasbeen recognized by Krishna University as research supervisor, enclose the proofs. 	

8	Year of starting PG program (enclose First approval letter of AICTE and University)	ENCLOSED/NOT ENCLOSED
9	Has the Department been NBA Accredited, if yes a. Period of Accreditation b. Present Status	YES/NO
10	Assurance from the Institute/Organization regarding Availability of Allotted Supervisor for the Research Programme Period continuously, till the Thesis Submission (Maximum 6 years)	YES/NO
11	No. of Journal Publications of Dept./Branch Faculty in last 5 Years & Enclose Details as per Enclosure #2. Cumulative Citation index	i) International Journals: ii) National Journals:
12	Academic/ Infrastructural Facilities available at the Inst./Organization a. Library i) No. of International Journals Subscribed for the Dept./Branch & Enclose List as per Enclosure #3. ii) No. of National Journals Subscribed for the Dept./Branch & Enclose List as per Enclosure #3. iii) Digital Library Facilities. IF Existing, enclose details. iv) Library access Timings. b. Laboratory/Equipment facilities (Applicable for Research Work In the Dept./Branch) (costing > Rs.1 Lakh) i) Enclose Details of such Equipment and Software ii) Assurance on the Availability of the Research Lab./Equipment to the Scholar as needed c. Computational/ Reprographic Facilities (One PC shall be made available to each Scholar)	EXISTING/NOT EXISTING Available in the field of specialization of i) ii) ENCLOSED/NOT ENCLOSED YES/NO YES/NO YES/NO

	d. Assured Accommodation for the Scholar within the Dept	
13	Networking/ Internet Facilities. If available Service Provider and Bandwidth	AVAILABLE/NOT AVAILABLE
14	Whether the Institute/ Organization is willing to offer to the Scholar a minimum Fellowship for 3 years as per AICTE/UGC norms	YES/NO
15	Whether the Institute/Organization is Willing to provide to scholar towards the expenditure for Contingencies/ Conferences/ Field Works/ Stationery etc.	YES/NO
16	Whether the Institute/Organization is willing to share revenue outcomes and IPR, if any with KRU	YES/NO
17	Completed or ongoing Research Projects in the Department (Enclose Details as per Enclosure #4)	ENCLOSED/NOT ENCLOSED
18	Any other Information regarding Recognition of the Inst./Org. by any Other Universities or Academies or Councils or Organizations, or MoU with Industries/R&D Lab., etc .If YES, enclose proofs listing the recognition Status and Period of Approvals	YES/NO
19	Status of deficiencies if any pointed out by the FFC in the last two years (with necessary proofs)	ENCLOSED/NOT ENCLOSED

ENCLOSURE 1

LIST OF FACULTY MEMBERS HOLDING PH.D. DEGREE IN THE DEPARTMENT

S.No	Name of the Faculty	Designation	Date of Joining in the present Institute	Inst./Univ. from which Ph.D. is obtained/ month & Year	Ratification Details	No. of Years Experience (Teaching / Industry)	Papers Int./Nat./conferences	No. of Scopus Index papers & h-index (attach proof)
						a... b... c....		

ENCLOSURE 2

LIST OF JOURNAL PUBLICATIONS FROM FACULTY within LAST 5 YEARS

S.No	Name of the Faculty	Journal Name	Year & Month of Publication	Vol. No., Issue No., and pg.nos.	TITLE	Names of Authors (as published)	Citations
INTERNATIONAL JOURNALS :							
NATIONAL JOURNALS :							
Cumulative Citations							

ENCLOSURE 3

LIST OF JOURNAL SUBSCRIBED BY THE INSTITUTE/ORGN. LIBRARY

<i>S.No</i>	<i>Journal Name</i>	<i>Availabilityty Of Journal Period</i>	<i>Hard Copy Availability (YES/NO))</i>	<i>Soft Copy (Details of Service Provider & No. ofUser Licenses taken with License Validity periods)</i>
INTERNATIONAL JOURNALS :				
NATIONAL JOURNALS :				

ENCLOSURE 4

**LIST OF R&D PROJECTS CARRIED OUT BY THE DEPARTMENT, AND LIST
OF RESEARCH/ ANY OTHER GRANTS SANCTIONED TO THE DEPT.**

<i>S.No.</i>	<i>Title of the R&D Project or Research Grant</i>	<i>Sanctioning Agency, and Date of Sanction</i>	<i>Names of the Principal and Co Investigators</i>	<i>Sanctioned Amount Rs. In lakhs</i>	<i>Status of the Project (completed/ on-going)</i>
1) R & D Projects Sanctioned					
2) Research or Any Other Grants					

Note : All the Enclosures may please be filled up as applicable, separately for each Department or Branch under consideration.

Director, CRS