



KERALA UNIVERSITY OF HEALTH SCIENCES

THRISSUR - 680 596

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.....
No.21239/PG(PARAMEDICAL/ALLIED HEALTH SCIENCES)/Dissertation/2018

21/12/2018

To

All Principals of PARAMEDICAL/ALLIED HEALTH SCIENCES
Colleges affiliated to KUHS Conducting PG courses

Madam/Sir,

Sub: Submission of the Title of the Synopsis of Dissertation for academic year 2017 along with requisite fees-reg:-

With reference to the subject cite above, I am directed to inform you that,

A) Name of the courses for which this notification is applicable

1. M Phil Psychiatric Social Work

B) The following guidelines must be observed by the colleges while submitting proposals of Titles and Synopsis of dissertation for the batch admitted for the Academic Year 2017

1. The Last date of submission of Title and Synopsis of Dissertation is 30/08/2018 and it must be submitted in the prescribed format as online only through the link available in the website <http://www.kuhs.ac.in>. Hardcopy of synopsis need not be submitted to university. Only covering letter signed by the principal need to be submitted along with original DD.
2. The title opted by the student must be approved by the Ethics Committee of the college and this should be certified by the Principal. Only online copy of the synopsis (There is no word limit) in PDF format having file size less than 150KB must be submitted to the University through the Principal with a recommendation of the Guide/PG Teacher.
3. There should not be any variations in the title, in the proposal of title and synopsis of dissertation submitted by the students in online form and synopsis. The PG guide and the Principal shall ensure that Title is correctly mentioned in each proposal.
4. The Student: Guide ratio shall be strictly maintained as per norms laid down by the respective Central Council and KUHS and the Principals should confirm this.
5. The guide must be a Recognized Post Graduate Teacher as per the norms of the respective Council and KUHS(Please submit the details in the enclosed proforma).

6. The submission of Title and Synopsis of Dissertation will be accepted by the University through proper online channel only. No proposal will be directly accepted from the students.
7. The proposal for change of title along with justified reasoning and necessary documents and the required fees shall only be considered in extreme cases.
8. Change of Guide will be considered in reasonable cases and in such cases prior permission should be obtained from the University. Request for guide change should be submitted online through the principal's login.
9. The Fee for Approval of Title and Synopsis proposal are given below

SI No	Particulars of Fee	Fees
1	Submission of Title and Synopsis Proposal till 30/08/2018	Rs. 2000
2	Penal fine for late submission till 22/12/2018	Rs. 1000

As per PG regulations, the candidates who fail to submit the synopsis even within the time allowable with late fee are liable to do an extension of their course to meet the various time requirements. Such students should apply through proper channel and get permission to submit synopsis with an additional late fee fixed by the university.

It shall be the responsibility of the Principal of the College to collect the requisite fees from the concerned post graduate students and submit as a **consolidated Demand Draft** /NEFT/RTGS payment (A/C No. 31768842875 IFSC Code - SBI N0014682 SBI KUHAS Branch) in favour of The Registrar, KUHS Payable at Trichur along with the details of the students, number mentioning the branch of Post-graduation and no of sanctioned seats.

Incomplete proposals in respect of fees and relevant documents will be rejected and no communication will be made by the University.

The Principal should ensure that the proposal with the fees and relevant documents should reach in time. KUHS will not be responsible for any delay caused by the student/college.

All Principals are requested to strictly comply with the above rules

Sd/-
REGISTRAR