

VIDYASAGAR UNIVERSITY

GUIDELINES FOR 4-YEAR HONOURS WITH RESEARCH PROGRAMME (UG) Under CCFUP (NEP/ SEP)

1. Introduction:

The New Education Policy (NEP/ SEP) brings scope for undergraduate students to get exposure to the Research / Dissertation activities in the 4th year of their undergraduate studies. The eligible students can pursue 4-year (8 semester) UG Honours with Research programme where 08 Credit of Research / Dissertation components to be completed.

2. Objectives & Scope:

The purpose of this programme is to expose the students to the process of conducting research projects or dissertation in their major field of study. The students will be involved to conceptualize, design and execute a research project or a dissertation work under the guidance of a teacher of the respective College or collaborating College / University. Being a research programme, this will entail literature readings, critical thinking and will boost the skill of research planning and execution at the undergraduate level which helps in their further studies/ research.

3. Eligibility of Students:

The following are the features/ scope of the UG Honours with Research programme:

- a) Students pursuing UG Honours (Single Major) degree with **a minimum of 7.5 CGPA** (75% or more marks in aggregate) upto 3rd year of studies (i.e. 1 to 6 Semester) are eligible to opt for 4-year UG Honours with Research programme.
- b) Students choosing a 4-Year Honours with Research programme required to take up research projects/ dissertation under the **guidance of the assigned faculty member** of the College/ University.
- c) For Honours with Research programme the research / dissertation activities to be completed **only in the MAJOR discipline** of studies.
- d) Student wish to join in Honours with Research **must pass all the courses** of the first three years (upto 6th Semester) of the UG programme.
- e) In the 7th Semester, one compulsory course of **04 Credits on Research Methodology & Ethics** to be completed.
- f) In the 8th Semester, the students have to complete **08 Credits individual research project/ dissertation** in the field of Major discipline of his/her study in the first three years.
- g) Students are to complete the 4-year Honours with Research degree within the stipulated maximum period of seven years with respect to the year of admission in the 1st year.

4. Eligibility of Department / Colleges to offer Honours with Research programme:

The Vidyasagar University has set the following eligibility criteria for affiliated Colleges / Institutes for offering undergraduate 4- Year Honours with Research programme:

- a. Any Department of an affiliated College / Mahavidyalaya under Vidyasagar University having *Two (02) Permanent / Regular Faculties* in the respective Department holding *Ph.D. degree* may offer Honours with Research programme under CCFUP (NEP/ SEP).
- b. The said Department faculties holding Ph.D. shall guide the students for undergraduate *research project/ dissertation*.
- c. Colleges having MOU (Memorandum of Understanding) towards academic purposes may also offer UG Honours with Research programme by sharing resources among themselves purely on mutual cooperation basis with a prior consent from the University.
- d. Departments / Faculties of the Vidyasagar University may accommodate UG students for Research guidance accordance with the extent rules and regulations of the University.

5. Research Guidance:

- a) The Principal/ Head of the Institution shall be Nodal Authority for monitoring the undergraduate Research project / Dissertation of the students of 4-Year UG Honours with Research programme.
- b) Research project/ Dissertation is to be assigned to individual student.
- c) The Principal/ TIC/OIC(s) of the respective College/ Mahavidyalaya shall authorize the eligible faculties to act as *Research Guide* for undergraduate Research Project/ Dissertation
- d) The list of faculties authorized as Research Guide is to be published in the official website of the respective College / Mahavidyalaya.
- e) All the department faculties shall assist the Research Guides in planning, allocation and execution research project / dissertation to the individual student and monitoring of their activities.

6. Duration of the Project / Research:

The Research/ Dissertation shall be of **240 hours duration** and will be undertaken during the **4th Year of studies (Semester- VII & VIII)**. The research project / dissertation may commence at the 7th Semester and shall continue to the end of the 8th Semester to complete the research project / dissertation work.

The assessment/ evaluation shall be conducted upon its completion at the end of the 8th Semester.

7. Evaluation/ Assessment of Research Project / Dissertation:

- a) Assessment/ Evaluation of Research Project / Dissertation shall be conducted by the respective Colleges as **Home Centre**.
- b) Examination shall be conducted in **presence of the Research Guides (Internal) and the External Examiner(s) from Other College/ Research Institute / any field expert as nominated by the University**.
- c) Evaluation/ Assessment of Research Project / Dissertation shall be conducted on **total 150 marks** based on the research project/ dissertation report, completion certificate and subsequent viva-voce.
- d) Marks distribution for evaluation is given hereunder:

Sl. No	Particulars	Marks
1	Research Project / Dissertation Report <ul style="list-style-type: none">▪ Proposal and Abstract▪ Literature Review▪ Methodology & Data Collection▪ Data Analysis & Interpretation▪ Report Quality	70
2	Seminar Presentation	30
3	Viva-Voce	50
Total		150

8. Modalities for obtaining permission to offer the 4th Year of 4-year Undergraduate Honours with Research Degree:

The affiliated Colleges, departments wise fulfilling the eligibility conditions and intend to offer 4th year of the 4-year UG Honours with Research programme need to apply in the prescribed format to the Vidyasagar University to get concurrence for offering the 4th Year of 4-year Undergraduate Honours with Research programme. *(The application format given in Annexure-I)*

9. Format for Research Project / Dissertation:

Title Page: Title of the study, Name of the Student, University Registration Number, Supervisor's Name, Department, and Date.

Certificate & Declaration: Statement of originality and verification of work by the supervisor authorized by The HOI

Acknowledgements: Acknowledging the guide, college, and respondents.

Abstract/Executive Summary: A brief summary (1–2 pages) covering the problem, methodology, key findings, and conclusion.

Table of Contents: Chapter breakdown with page numbers. List of Tables & Figures: Numerical list of visual aids.

Introduction & Objectives:

- Background of the Study
- Statement of the Problem
- Objectives of the Study
- Significance/Significance of the Study

Review of Literature: Analysis of existing research to identify research gaps.

Research Methodology:

- Research Design (Descriptive, Analytical, etc.)
- Data Collection Method (Primary/Secondary, Surveys, Interviews)
- Sample Size and Sampling Technique
- Data Analysis Tools

Data / Result Analysis & Interpretation: Presentation of data (tables/graphs) and detailed analysis.

Findings & Discussions: Interpretation of results, comparing findings with literature.

Conclusion & Recommendations:

- Summary of Findings
- Recommendations/Policy Implications
- Limitations of the Study
- Scope for Future Research

References/ Bibliography: Using a standard citation style (e.g., APA / standard style).

Appendices: Questionnaires, interview transcripts, or supporting documents (if applicable)

Key Guidelines & Formatting

- **Length:** Usually around 10,000 to 15,000 words (approx. 50–80 pages) for UG research.
- **Formatting:** Times New Roman font, size 12 for body text, 14 (Bold) for headings, 1.5-line spacing.
- **Evaluation:** The dissertation is evaluated for 100 marks, followed by a viva voce/presentation worth 50 marks.
- **Research Output:** Final submission may be required along with a research paper for potential publication.

Time line of activities

- **Semester VII:** Research problem identification, literature review, research design formulation, and beginning fieldwork/data collection.
- **Semester VIII:** Completion of experimentation/fieldwork, final dissertation writing, and submission.

SUMISSION OF INFORMATION FOR 4-YEAR UNDERGRADUATE HONOURS WITH RESEARCH PROGRAMME (EFFECTIVE FROM 2025- 26)

01. NAME OF THE COLLEGE:

02. NAME OF PRINCIPAL/TIC/OIC:

Contact Number:

03. Number of Department(s) eligible (as per University Rules) to offer UG Hons. with Research programme:

04. Department-wise (only eligible department) faculty details for UG Honours with Research Programmes:

Department	Name of the Faculties (Permanent / Regular)	Designation	Having Ph.D. (YES/NO)	Year of Exp.

05. a) IS THE COLLEGE CAMPUS WIFI ENABLED? YES/NO

b) IS INTERNET FACILITY AVAILABLE FOR STUDENT? YES/NO

06. a) NUMBER OF COMPUTERS ACCESSIBLE TO THE
(i)STUDENTS: (ii) TEACHERS: (iii) LIBRARY:

b) NUMBER OF ICT ENABLED/SMART CLASS ROOMS AVAILABLE:

c) RESEARCH CENTRE (IF ANY): YES/NO

07. IS THE LIBRARY AUTOMATED? YES/NO

08. NUMBER OF JOURNALS SUBSCRIBED (ONLINE/OFFLINE) WITH DATE

(Use Separate Sheet if required)

10. WHETHER THE COLLEGE HAS ANY MOU/COLLABORATION WITH OTHER INSTITUTE?

(Specify the shared resources)

11 ANY OTHER INFORMATION (Regarding Infrastructural Development/Research achievement, if any)

(Use Separate Sheet if required)

Signature of the Principal/TIC/OIC
with Office Seal

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