



# Raffles University, Neemrana

## MEMORANDUM OF UNDERSTANDING BETWEEN PH.D. RESEARCH SCHOLAR & RESEARCH SUPERVISOR / JOINT RESEARCH SUPERVISOR FOR SUPERVISION & GUIDANCE OF RESEARCH WORK AS PER PH.D. ORDINANCE OF RAFFLES UNIVERSITY, NEEMRANA

1. Scholar's Name: .....
2. Enrollment No.: .....
3. School: .....
4. Topic of Research.....  
.....  
.....  
.....
5. Supervisor Name, Designation .....
6. Joint Supervisor Name, Designation ( If any).....  
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Scholar Signature  
Date:

Signature  
Research Supervisor  
Name.....  
Designation.....  
School.....  
Date:

Signature  
Joint Research Supervisor  
Name.....  
Designation.....  
School.....  
Date:

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**THE RESEARCH SCHOLAR .....**

**(Name) accepts and undertakes the following roles and responsibilities:**

1. Abiding by Ph.D. Ordinance of the Raffles University, Neemrana
2. Working independently under the guidance of the supervisor/ Joint Research Supervisor and ensuring that she or he stays abreast of the continuous progress of research work from time to time.
3. Agreeing with the supervisor/ Joint Research Supervisor, and abiding by, a time schedule that outlines the expected completion dates of various stages of the research work and will follow attendance rules.
4. Attending pre-scheduled meetings with the supervisor/ Joint Research Supervisor, and being adequately prepared for these consultation sessions.
5. Submitting written work at times agreed upon by the research scholar and the supervisor/ Joint Research Supervisor.
6. Taking account of the feedback provided by the supervisor/ Joint Research Supervisor before subsequent submission of written work as per norms.
7. Undertaking to submit the thesis within the prescribed time for the completion of the degree unless exceptional circumstances arise, and to plan accordingly.
8. Accepting responsibility for the overall coherent structure of the final thesis and, as far as possible, submitting written work as per Ph.D. Ordinance of Raffles University.
9. Undertaking to submit draft papers for publication, taking into account advice provided by the supervisor/ Join Research Supervisor & Publish in UGC listed Journals/ SCOPUS Journals.
10. Agreeing to complete my research progress Diary duly signed by research supervisor and other competent authorities as per Ph.D. Ordinance of Raffles University.

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**The RESEARCH SUPERVISOR Prof / Dr.....**

**The JOINT RESEARCH SUPERVISOR Prof / Dr.....**

**(Name (s)) accept (s) and undertakes the following roles and responsibilities:**

1. I/ We read the Ph.D. ordinance of Raffles University & accept all clauses defined in the Ordinance.
2. Assisting the student in building knowledge and research skills in the specific area of research study and relevant to the level of the degree.
3. Ensuring that the proposed research project is feasible, of an appropriate level for the degree under consideration, and that the necessary resources and facilities will be available to enable the student to complete the research timeously.

4. Providing information on the conditions to be met in order to achieve satisfactory progress/performance and assisting with the construction of a written time schedule which outlines the expected completion dates of various stages of the research work.
5. Being accessible to the student by attending meetings in line with a schedule agreed upon in advance by the supervisor and the student, and being prepared for the meetings as per Ordinance.
6. Assisting the student with the production of the thesis, providing guidance on technical aspects of writing including discipline-specific requirements.
7. Assisting with the publication of research articles as appropriate and agreeing with the ownership of research results in accordance with the Ph.D. Ordinance on intellectual property.
8. Contributing to the student's academic development by introducing her or him to relevant academic and professional networks through conferences/ seminars/ workshops and other research events where possible.
9. Ensuring reporting to Dean/ Principal/ HOD of respective schools, Director Research, Controller of Examinations & Hon'ble President about the progress of Research Work done by Research Scholar from time to time.
10. Ensuring that Research Dairy shall be singed, checked & verified by me/us from time to time.

**The Research Scholar and the Research Supervisor/ Joint Research Supervisor**

- Confirm that we have read and understood this Memorandum of understanding and Ph.D. ordinance of Raffles University and also agree to accept its content for the duration of the period of Research study in respect of the Ph.D. degree.

Scholar Signature  
Date:

Signature  
Research Supervisor  
Name.....  
Designation.....  
School.....  
Date:

Signature  
Joint Research Supervisor  
Name.....  
Designation.....  
School.....  
Date: