



LOYOLA COLLEGE

(AUTONOMOUS)

NUNGAMBAKKAM, CHENNAI - 600 034.

TAMIL NADU, INDIA

Tel : +91-44-28178200

Fax : +91-44-28175566

Email : welcome@loyolacollege.edu

Web : www.loyolacollege.edu

Dear Research Supervisors

15.07.2015

Let me congratulate you for doing wonderful research in your area of specialization.

Loyola Research Park

Loyola Research Park initiated during the last year has started functioning. Main objective of this park is to provide platform for UG and PG students to exhibit the research skill by a motto of enter, invent and achieve.

Periodical lectures will be conducted through **Loyola Research Lecture Series**. Kindly instruct your scholars to participate and get motivated. Eminent Scholars from your discipline will deliver lecture on specific dates.

Attendance through Biometric


We are introducing Biometric system for Attendance to Ph.D and M.Phil **programme from 2015-16**. Henceforth from **July 20, 2015** onwards, ask your scholars (Full Time) to sign in the attendance through biometric which is commissioned in LIFE building Ground Floor.

For **Full Time Scholars**: Morning 7.30 a.m. to 10.00 a.m. Evening latest by 6.00 p.m.

Part time scholars are asked to meet you once in fortnight (Twice in a month) for research discussion. During that day, scholars sign in the biometric. No specific time and left to the convenience of guide and scholars.

Other Duty

Scholars who wish to do research work outside Loyola are eligible to avail OD by submitting a letter of permission from guide and HOD to office of the Dean of Research before he/she proceed for the same.


15/7/15
Principal
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Doctoral Committee Meeting

Once in six months conduct doctoral committee meeting and submit a copy to University of Madras forwarded by Research supervisor, HOD and Principal. **TA/DA** for the external member will be paid as per rules after conducting the meeting of the Doctoral Committee with prior communication to Dean of Research office.

Ph.D. Viva - Voce

The *viva-voce of the Ph.D* is an examination and kindly adhere to it. Any sort of celebration will be permitted only after the completion of viva – voce. Research scholars should not be compelled to provide lunch on the day of *viva-voce* examination.

Honor to Research Supervisor

An incentive of Rs. 3000/- per candidate could be claimed after completing the Ph.D. viva voce examination from the bursar office through Dean of Research and Rev. Fr. Principal.

Research supervisor (arts/science/commerce) who produces Ph.D with two international publications of impact factor could claim cash prize of Rs. 5000 from the bursar office through office of the dean of research and Rev. Fr. Principal.

Science supervisor (Lab work) could utilize Rs. 2000/- per student per year for purchasing chemicals and glasswares. Arts supervisor could utilize Rs. 1000/- for outstation field work and hiring service for data analysis.

Management will provide Rs. 1500, Rs 1000 and Rs 750 for the author who publishes in International journal /National journal with impact factor, National/ International journal without impact factor and in conferences/seminar /symposium respectively. Rs. 1000 will be provided for author citation index for articles published in arts and commerce discipline.

Avoid plagiarism in your articles.

Avoid availing the assistance of research scholars for your personal work.

Research scholar appointed in the Research project should claim their salary only through IOB of our campus.


Principal

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