

Duties and Responsibilities of Part Time Research Scholars

1. Attendance Requirement

- Scholars must attend **30 days per year** during the research period until the **final synopsis** is submitted.

2. Publication Requirement

- A **minimum of two papers** must be published in **indexed journals** during the research period and 2 conference paper presentation.

3. Progress Presentations

- Must present research progress to the **Research Advisory Committee (RAC) every six months** from the registration date.
- Every six months, along with the Half-Yearly Progress Reports, **Part-Time Research Scholars must submit:**
 - ✓ A duly signed **Attendance Certificate**, and
 - ✓ A **photocopy of the attendance register**, verified and **signed by the Research Supervisor**.
- Two reports **cannot be submitted together**.

4. Timely Completion

- Scholars must work diligently to complete the Ph.D. within the **stipulated time frame**.

5. Learning and Application

- Must **learn and apply** relevant theories, practices and **research methods** in their field.

6. Research Ethics

- Scholars must maintain **high integrity** and follow **ethical standards**, especially in data collection, analysis, and presentation.
- Must adhere to university guidelines.

7. Academic Participation & Affiliation

- Participation in **seminars, workshops, conferences, etc.** is required.
- All research publications must carry the **University affiliation**.

8. No Teaching/Invigilation for External Scholars

- External part-time scholars should **not be assigned** teaching or evaluation responsibilities in their institutions.

9. Collaborative Research and Consultancy

- May engage in research or consultancy **jointly with their supervisor**.

10. Community Engagement

- Expected to participate in **community development, institution-industry-society interaction**, and **rural development support**.

11. Compliance Responsibility

- Must stay informed about and **comply with university regulations** and complete all **required paperwork on time**.

12. Additional Academic Duties

- Must carry out **any specific academic tasks** assigned by the **Head of the Institution (HoI)** when required.