

Estd 1917

PATNA UNIVERSITY

पटना विश्वविद्यालय

NAAC Accredited B+ Grade

Letter No. Acad/660

Dated: 15-07-26

To

1. The Dean, Faculty of (i) Humanities, (ii) Social science, (iii) Science, (iv) Commerce, Patna University
2. The Principal,
(i) Patna Science College, (ii) B. N. College, (iii) Patna College, (iv) Vanijya Mahavidyalaya, (v) B. N. College, (vi) Magadh Mahila College, Patna University
3. The Controller of Examinations, Patna University

Subject:- (i) Implementation of the Guidelines for Internship Programmes introduced at Exit points (i.e. after 2nd and 4th semesters) under 4-year CBCS UG Courses, and (ii) Implementation of the Guidelines for research Project and Dissertation (Conduction and Evaluation) of semester-VIII for 4-year CBCS UG Courses.

Sir/Madam,

Please find the copies of the letter nos. BSU(UGC)-02/2023(Part)-1317/GS(I) dated 23/06/2026 and BSU(UGC)-02/2023(Part)-1321/GS(I) dated 23/06/2026 of the Governor's Secretariat, Bihar, Patna on the subject noted above as annexure nos. 01 & 02 respectively for information and immediate implementation.

Enclosures:- Annexure nos. 01 & 02.

Shalini
15-7-2026
Registrar

Patna University, Patna

Dated: 15-07-26

Memo No. Acad/660

✓ Copy along with its enclosures forwarded to the In charge, I. T. Cell, Patna University for uploading on the University website.

Shalini
15-7-2026
Registrar

Patna University, Patna

27/1
15/07/26



GOVERNOR'S SECRETARIAT
BIHAR LOK BHAVAN, PATNA-800022

22/6/26
Annexure no. 01
222

No.- BSU(UGC)-02/2023(Part)- 1317 /GS(I),

Dated-23 June, 2026

From,

Kalpana Srivastava, BSJS
Officer on Special Duty (Judicial).

To,

All Vice Chancellors,

Universities of Bihar (Except-the BAU, the BASU & the NOU).

Sub: Implementation of the Guidelines for Internship Programmes introduced at Exit points (i.e., after 2nd and 4th Semesters) under 4-Year CBCS UG Courses-reg.

Sir,

With respect to the above captioned subject, I am directed to enclose herewith a copy of the Guidelines for Internship Programmes introduced at Exit points (i.e., after 2nd and 4th Semesters) under 4-Year CBCS UG Courses, notified vide Notification No.-1104 Dated-05.06.2026 of this Secretariat, for immediate implementation.

Encl.-A.a. (In 15 Pages).

Yours faithfully,

Kalpana Srivastava
(Kalpana Srivastava) 23/06/26
Officer On Special Duty (Judicial)

Memo No.- BSU(UGC)-02/2023(Part)- 1317 /GS(I), Dated-23 June, 2026

Copy to:

1. The OSD to the Hon'ble Governor.....for information.
2. The PPS to the ACS, Governor's Secretariat, Bihar Lok Bhavan, Patna.....for information and necessary action.

Kalpana Srivastava
Officer On Special Duty (Judicial) 23/06/26

In. Rajni
23/06/26



GOVERNOR'S SECRETARIAT

BIHAR LOK BHAVAN, PATNA-800022

No.- BSU (UGC)-02/2023(Part)- 1104 /GS(I),

Dated- 05th June, 2026

NOTIFICATION

The Hon'ble Chancellor, after due consideration of the recommendation made by the Syllabus Committee, has been pleased to approve the Guidelines for Internship programmes (Copy enclosed) introduced at Exit points (i.e., after 2nd and 4th Semester) under 4-Year CBCS UG programme in accordance with the NEP 2020.

2. These Guidelines will also be applicable to mandatory Internship before beginning of the 5th Semester.

Encl.-A.a.

By the Order of the Hon'ble Chancellor,

Kalpna Srivastava
(Kalpana Srivastava) 05/06/26

Officer On Special Duty (Judicial)

Memo No.- BSU(UGC)-02/2023 (Part)- 1104/GS(I), Dated- 05th June, 2026

1. The Vice-Chancellor, All the Universities (Except: the BAU, the BASU & the NOU);
2. The Convenor/All the Members of the Syllabus Committee;
3. The Secretary, Department of Higher Education, Govt. of Bihar, Patna;
4. The Member Secretary-cum-State Project Director, BSHEC, Patna;
5. The Additional Secretary (University), Governor's Secretariat, Bihar Lok Bhavan, Patna;
6. The Director, Higher Education, Department of Higher Education, Govt. of Bihar, Patna;
7. All the Registrars, Universities of Bihar (Except the BAU, the BASU & the NOU);
8. The OSD to the Hon'ble Governor, Bihar Lok Bhavan, Patna;
9. The PPS to the Additional Chief Secretary to the Governor, Bihar Lok Bhavan, Patna; and
10. The Deputy Director, NIC, Bihar Lok Bhavan, Patna for uploading on the website of Bihar Lok Bhava, Patna/Guard file.

Kalpna Srivastava
05/06/26
Officer On Special Duty (Judicial)

1605

225

INTERNSHIP GUIDELINES FOR UNDERGRADUATE PROGRAMS IN UNIVERSITIES OF BIHAR

Dr. Sme
01/06/2026

Dr. Anil K. Singh
01/06/2026

Dr. Anil
01/06/2026

1. Preamble

- i. In accordance with the Ordinance & Regulations for the Bachelor of Arts/Science/Commerce (Honours) 4-Year Programme including vocational/professional and programmes running under self-finance scheme under Choice Based Credit System (CBCS) as per UGC Regulations (Curriculum and Credit Framework for Undergraduate Programmes) approved by the Governor Secretariat, Bihar, the committee has prepared these Internship Guidelines for undergraduate students. These Guidelines aim to bring uniformity, clarity, and quality to the internship process across all Constituent and Affiliated Colleges under Universities of Bihar.
- ii. The internship is a structured and result-oriented activity with industry, academic institutions, and social sectors. It helps students connect classroom learning with real-life work experience.

2. Short Title & Commencement:

These guidelines shall be known as the **Internship Guidelines for Undergraduate Programmes**. These guidelines shall be applicable to the Undergraduate Programmes in all the Constituent and Affiliated Colleges under Universities of Bihar and shall come into force on and from the date, the competent authority approves it.

All Constituent and Affiliated Colleges are requested to:

- a. Share these Guidelines with faculty members and students.
- b. Ensure proper implementation of these guidelines
- c. Actively coordinate with Internship Providing Organizations (IPOs).
- d. Support timely evaluation, report submission, and use of feedback.

3. Introduction

- i. As per the UGC's Curriculum and Credit Framework for Undergraduate Programmes, internships are a mandatory part of experiential learning. Through exposure to professional environments, students develop important skills, improve their employability, and gain a deeper understanding of the practical aspects of their discipline. Internships also support personal growth, research skills, and alignment with industry and societal needs.
- ii. The internship component is designed to give students practical exposure through professional work, cooperative education, or work-based learning with external organizations. It allows students to gain real-world experience by applying their academic knowledge in actual work settings.
- iii. Internships are to be given in following order of preferences:
 - a. Government Departments (Central/State)
 - b. Government Public Sector Undertakings (PSUs)
 - c. Local bodies and Municipal Panchayats
 - d. Autonomous institutions funded by Government
 - e. Listed Private Undertakings
 - f. Eminent NGOs.
 - g. Other MSMEs, private commercial organisations, other registered establishments.

[Handwritten signature]

[Handwritten signature]
01/04/2020

1603
223

- iv. Students shall complete internships through a **physical/on-site mode**. However, an internship can also be completed in online/virtual mode through Government organizations/platforms (like SWAYAM Plus or any other platform offered by government institutions), depending on the nature of work and with approval from the College.

4. Credits:

- i. Students shall undergo an internship as per the requirements of their respective programmes.
- ii. Every student for the UG Programme is required to undergo internship as a course of 4 credits of 4-6 weeks duration (120 hours) before taking an exit or completing the degree programme. A student for the UG Programme shall be required to undergo internship during summer vacation either after the second semester examination or after the fourth semester examination. If s/he opts to exit with Undergraduate Certificate/Diploma in the discipline, then it shall be obligatory to complete the internship before exit.
- iii. For UG Programmes (B.A., B.Sc. & B.Com.) - Internships will carry **Four Credits**, to be awarded in **Semester V**. Each student must complete the internship individually. Group internships are not permitted.

5. Duration:

- i. A compulsory internship of **120 hours (30 hours for each Credit)** is required for all students enrolled in UG programmes. An intern shall spend a minimum of 90 hours with the **Internship providing organization (IPO)** and the remaining hours for report writing, assessment and evaluation, etc.)

6. Internship Period:

- i. For UG Programmes under CBCS, the internship should be completed during the summer break between **Semester IV and Semester V**.
- ii. If a student cannot complete the internship during this period, it must be completed by the end of **Semester VI** through one of the following options, with prior approval of the Department/College/Centre:
 - During the Semester Break of V & VI Semester
 - During winter break (Only under exceptional cases with prior approval of the competent authority)
 - Any other arrangement approved by the Department/College/Centre

Note: Every student for the UG Programme is required to undergo internship as a course of 4 credits of 4-6 weeks duration (120 hours) before taking an exit or completing the degree programme. A student for the UG Programme shall be required to undergo internship during summer vacation either after the second semester examination or after the fourth semester examination. If s/he opts to exit

Done *Sanjay* *Pratap*
21/01/2020

with Undergraduate Certificate/Diploma in the discipline, then it shall be obligatory to complete the internship before exit.

7. Internships in Organizations:

i. Provision for Identification and Allotment of Internship Opportunities:

a. Primary Responsibility of Colleges:

It shall be the primary responsibility of the concerned College to assess the number of students eligible for internship and identify suitable Internship Providing Organizations (IPOs) to ensure that internship opportunities are made available to all students in a timely manner. For this purpose, every College shall establish an Internship Cell and designate an Internship Nodal Officer. The College shall actively undertake liaison with IPOs for facilitating internships.

Note: The college may give responsibility to Training and Placement Cell (TPC) of the college, and the Training & Placement Officer of the college may be given responsibility to act as Internship Nodal Officer.

b. Role of the University:

The University shall also establish an Internship Cell under the supervision of a designated University Internship Nodal Officer. The University shall monitor and guide the Internship Nodal Officers of Colleges and extend necessary support in facilitating coordination and liaison with IPOs.

Note: The University may give responsibility to Training and Placement Cell (TPC) of the University, and the Training & Placement Officer of the University may be given responsibility to act as Internship Nodal Officer.

c. Student-Initiated Internships:

In cases where a student independently identifies a suitable organization, in accordance with the order of preference prescribed under Clause 3(iii), the same may be considered with the approval and facilitation of the College Internship Nodal Officer.

Note:

The order of preference for selection of IPOs, as specified under Clause 3(iii), shall be strictly adhered to in all cases. The internship should be related to the student's area of study or interest and should help in learning new skills. HEIs must play an active role in arranging internships by establishing a strong and structured mechanism through their Internship Cell.

- ii. "The internship shall mandatorily be on an unpaid basis and no fee shall be charged from the students by the Internship Providing Organization. However, any stipend, if voluntarily provided by the organization, shall not be restricted."

Done *Chaitanya* *Pratap*
01/06/2020

1601
221

8. The institutions shall not permit internships in the following IPOs/roles –

- i. Network Level Marketing (NLM) internships that require use of personal contacts or social media for promoting the organization.
- ii. Internships involving consumption or promotion of alcohol or smoking.
- iii. Internships promoting specific religious content, personalities, or sects.
- iv. Internships related to gambling or any illegal or prohibited activities.
- v. Internships promoting political parties, election campaigns, or political personalities.

9. Roles & Responsibilities

i. Internship Nodal Officer

- a. The entire internship Programme will be planned, implemented, and monitored by the Internship Nodal Officer appointed by the College Principal.
- b. The Internship Nodal Officer will plan, facilitate, and monitor the internships to ensure students are meaningfully engaged in internships aligned with academic goals, industry standards, and national frameworks.
- c. Coordinate with organizations to verify the relevance and structure of internships. Facilitate MoUs or agreements if required and ensure proper work plans and mentorship at the IPO.
- d. Assign faculty mentors to students to monitor progress, provide academic guidance, and evaluate learning outcomes.

ii. Internship Faculty Mentors:

Identified faculty member(s) of the concerned College shall act as the Internship Mentor to the students as well. The mentors shall provide academic supervision and continuous support to students during the internship. They connect the academic institution with the workplace and ensure internships become meaningful learning experiences.

- a. Conduct orientation sessions to explain expectations, learning goals, and reporting formats.
- b. Help students select suitable internships aligned with their academic and career goals.
- c. Ensure duration, mode, and tasks meet required standards.
- d. Maintain regular contact with students, provide guidance, coordinate with IPO supervisors, and review performance fortnightly. Verify the Internship Completion Certificate.
- e. Review logbooks, reports, and project work.
- f. Ensure timely submission of reports, certificates, and feedback. Maintain records and share data with the Internship Cell.

iii. Internship Providing Organization (IPO):

IPOs shall provide the actual work environment and mentorship. Their responsibilities include:

- a. Design clear internship plans with objectives, tasks, and timelines.

Dr. M. S. ...
21/06/2020

225

- b. Appoint a qualified Supervisor to guide and support the intern.
 - c. Introduce interns to work culture and involve them in meaningful tasks.
 - d. Monitor performance and issue Internship Completion Certificate.
- iv. **Internship Supervisor at the IPO**
- a. Monitor student attendance and regularity.
 - b. Ensure the issue of the Internship Completion Certificate.
 - c. Timely completion of internship and provide reports for HEI submission.

10. Evaluation Criteria

- i. The internship will be evaluated by an **Evaluation Committee** on the basis of Internship Report, Presentation/Viva-Voce and credited in the concerned Semester as per Credits requirement.

Component	Weightage	Marks	Minimum pass percentage
Internship Report	70 %	70	45%
Presentation/Viva Voce	30%	30	45%

A student must achieve a minimum of 45% in each component of the Internship: (Internship Report and the Presentation/Viva-Voce) to pass the internship course.

- The Internship Evaluation Committee shall consist of two faculty members as the examiners: an Internal Member of the Department of the College concerned, and one External Member from the same/allied disciplines at other institutions. The external member (a faculty working on concurred posts in other institutions, including constituent and affiliated colleges) shall be appointed by the Principals of the Colleges.
- ii. The examiners shall be liable for the payment of remuneration as per the norms of the University set for the examiners of practical subjects.
 - iii. The internship shall follow the provisions/regulations as stipulated and amended by the regulatory body concerned from time to time.

11. Submission of Certificate & Report

Internship Completion Certificate: issued by the Internship Supervisor at the IPO and submitted to the department within 10 days of completion of the internship as per the format given in Annexure III.

A certificate from the Head of the Department shall be provided to the students as per the format given in Annexure IV.

Internship Report: submit to the department within 20 days of completion of internship.

Handwritten signatures and dates:
 [Signature] 10/6/2020
 [Signature] 10/6/2020
 [Signature] 10/6/2020

i. The internship report shall contain the following aspects: -

- o Cover Page as per Annexure V
- o Completion certificate issued by the **Internship Supervisor**
- o Copy of acceptance letter
- o Copy of consent letter
- o Internship Report

12. Evaluation

The date of evaluation of the Internship by the Internship Evaluation Committee, as well as the appointment of the external expert member thereof, shall be notified by the Principal of the Colleges.

13. Marks Submission

- i. Marks/Award Roll to be submitted within **7 days** of evaluation/viva-voce.
- ii. The University shall mandatorily use SAMARTH portal for the submission of evaluation marks.

Bone

CSM/Aditya

Pooja
01/06/2020

ANNEXURE I

CONSENT LETTER

TO WHOME IT MAY CONCERN

As part of the curriculum of -----(name of programme/course), the students are required to undertake internship of minimum credits (..... hours) in an organization. In this regard, I am introducing the above-mentioned student with the following details for the purpose of the internship: -

Name of the Student	
Gender	
Father's Name	
University Registration Number	
College Roll Number	
Class with Semester	
Mobile Number	
Email Id.	

The organization satisfying the requirement of the Internship as provided in the guidelines of the University are requested to consider the candidature of the above-mentioned student for internship in your organization.

Signature of the Head of the Department of College/Internship Nodal Officer/Principal with Seal

[Signature] [Signature] [Signature]
01/06/2022

1593
2/7

ANNEXURE II

INTERNSHIP ACCEPTANCE LETTER

(on the letter head of the organization)

Letter No.

Date:

To

_____ (Student Name)

_____ (Institution)

Dear Candidate,

We are pleased to accept your application and offer you internship at our organization. Our organizations satisfy all the requirements as provided in the Internship Guidelines of University for Undergraduate Programmes.

We appreciate your interest in our organization.

Thank you.

Supervisor/Head IPO

(Signature and seal)

Shay Chandra Singh
01/06/2020

Annexure III

INTERNSHIP COMPLETION CERTIFICATE

(To be issued by the IPO on its letterhead)

This is to certify that Mr./Ms. [Name of Student], S/o or D/o [Father's/Guardian's Name], bearing University Registration/Enrolment No. [Registration Number] of [Name of the Institution], Session [Year], with Major in [Subject], has successfully completed his/her internship with our organisation.

Internship Duration: From [Start Date] to [End Date]

Total Hours Completed: [Total Hours]

Internship Performance Assessment

During the internship, the student worked on [Briefly mention project/tasks]. Based on our observation and mentorship, we assess the student's performance as follows:

S. No.	Assessment Criteria	Rating (Outstanding / Good / Satisfactory / Needs Improvement)
1.	Technical Knowledge & Application	[Select Rating]
2.	Quality of Work & Task Completion	[Select Rating]
3.	Initiative & Problem-Solving Ability	[Select Rating]
4.	Communication & Interpersonal Skills	[Select Rating]
5.	Punctuality, Discipline & Professional Conduct	[Select Rating]

Supervisor's Remarks:

[Optional: Add brief qualitative comments on the student's overall performance, strengths, or areas for growth.]

Signature of IPO Supervisor/Head

Name:

Designation:

Organization Seal:

Date:

Place:

[Signature]
01/06/2023

[Signature] *[Signature]*

Annexure IV

FORMAT OF CERTIFICATE TO BE ISSUED BY THE DEPARTMENT

This is to certify that (Student Name) s/o or d/o
bearing university roll no. of programme, session..... has
successfully completed his/her internship for a duration ofhours from(name
of the organization).

He/She has also submitted the report of the internship after successful completion of the internship.

Head of the Department of the College

B. Jone Santhi 14/9/20

01/06/2020

ANNEXURE V

SUGGESTIVE FORMAT/TEMPLATE OF INTERNSHIP REPORT

After the successful completion of an internship programme, students are required to submit a detailed internship report to the HOD, of the concerned Department of the college. The general guidelines for the internship report are as follows:

1. The report should be either hand written or typed on one side of A4 paper.
2. The components of the report are as follows:
 - i. Cover Page
 - ii. Acknowledgement
 - iii. Internship Completion Certificate
 - iv. Certificate from College Mentor
 - v. Contents Page with page number
 - vi. Preface (optional)
 - vii. Executive summary (one or two page)
 - viii. About the Department/Agency/Institute/ NGO etc (where internship was carried out)
 - ix. Plan and execution
 - x. Learning Outcome:
 - a. Knowledge acquired
 - b. Skills learned
 - c. Observed attitude and gained values
 - d. Challenges faced
 - xi. Conclusion
 - xii. Attendance sheet
 - xiii. Photographs (G.I Tagged)

21A

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]
01/06/2022

1593
213

ANNEXURE VI

Suggestive Cover Page of Report

INTERNSHIP REPORT

Submitted

For the Partial Fulfilment of the Requirement for the Degree of Bachelor of
Arts/Science/Commerce with (Major and Minor Subjects) under
..... University

University Logo

Submitted to

The Department of College

College Logo

Submitted by

Name:

Semester 5th, Programme FYUGP BA/B.Sc./B.Com

University's Registration No.

College Roll No.

Year:

2000-01
01/06/2024

2000-01
01/06/2024

2/2

INTERNSHIP ATTENDANCE LOG

Interns Details	
Name of the Student:	Programme: B.A./B.Sc./B.Com
Department:	
College Name / Roll No.	University Registration No.

Programme: B.A./B.Sc./B.Com

Department:

University Registration No.

Details of the Agency/NGO/Institute	
Name:	Logo, if any
Address:	
Mobile Number (Owner/Manager/Head):	
Name of the Supervisor:	

Logo, if any

Address:

Mobile Number (Owner/Manager/Head):

Name of the Supervisor:

Attendance Log

[illegible]

7000
01/06/2000

ANNEXURE VIII

HEIs may consider the following areas while selecting internship sectors (The list is indicative only and not exhaustive):

- i. Trade and Agriculture Area
- ii. Economy, Banking, Financial Services and Insurance Area
- iii. Logistics, Automotive & Capital Goods Area
- iv. Fast Moving Consumer Goods & Retail Area
- v. Information Technology / IT-enabled Services & Electronics Area
- vi. Handicraft, Art, Design & Music Area
- vii. Healthcare & Life Science Area
- viii. Sports, Wellness and Physical Education Area
- ix. Tourism & Hospitality Area
- x. Digitization & Emerging Technologies (IoT, AI, ML, AR/VR, etc.) Area
- xi. Humanitarian, Public Policy, and Legal Service Area
- xii. Education Area
- xiii. Sustainable Development Area
- xiv. Environment Area
- xv. Commerce, Medium and Small-Scale Industries Area
- xvi. Communication, Journalism, and Social Media
- xvii. Pharmaceutical Area
- xviii. Community Organizations
- xix. Literary Organizations
- xx. Plastic and Petrochemicals Industries

Any other

Done 21/10/20

Done
01/10/20



GOVERNOR'S SECRETARIAT
BIHAR LOK BHAVAN, PATNA-800022

24/6/26
Annexure-02
128

No.- BSU(UGC)-02/2023(Part)-1321 /GS(I),

Dated-23 June, 2026

From,

Kalpana Srivastava, BSJS
Officer on Special Duty (Judicial).

To,

All Vice Chancellors,

Universities of Bihar (Except-the BAU, the BASU & the NOU).

Sub: Implementation of the Guidelines for Research Project and
Dissertation (Conduction and Evaluation) of Semester-VIII for
4-Year CBCS UG Courses-reg.

Sir,

With respect to the above captioned subject, I am directed to enclose
herewith a copy of the Guidelines for Research Project and Dissertation
(Conduction and Evaluation) of Semester-VIII for 4-Year CBCS UG Courses,
notified vide Notification No.-1106 Dated-05.06.2026 of this Secretariat, for
implementation.

Encl.-A.a. (In 06 Pages).

Yours faithfully,

Kalpana Srivastava
(Kalpana Srivastava) 23/06/26
Officer On Special Duty (Judicial)

Memo No.- BSU(UGC)-02/2023(Part)-1321 /GS(I), Dated-23 June, 2026

Copy to:

1. The OSD to the Hon'ble Governor.....for information.
2. The PPS to the ACS, Governor's Secretariat, Bihar Lok Bhavan,
Patna.....for information and necessary action.

Kalpana Srivastava
23/06/26
Officer On Special Duty (Judicial)

Also (Annexure)
to the PPS to the ACS
23/06/26

A. D. Singh
23/06/26



GOVERNOR'S SECRETARIAT

BIHAR LOK BHAVAN, PATNA-800022

No.-BSU (UGC)-02/2023 (Part)- 1106 /GS(I), Dated-5th June, 2026

NOTIFICATION

The Hon'ble Chancellor, after due consideration of the recommendation made by the Syllabus Committee, has been pleased to approve the Guidelines for Research Project and Dissertation (Conduction and Evaluation) (Copy enclosed) of Semester-VIII in 4 Years' CBCS UG Programmes in accordance with the NEP 2020 in the Universities of Bihar.
Encl.-A.a.

By the Order of the Hon'ble Chancellor,

Kalpana Srivastava
(Kalpana Srivastava) 05/06/26

Officer On Special Duty (Judicial)

Memo No.-BSU(UGC)-02/2023 (Part)- 1106 /GS(I), Dated-5th June, 2026

1. The Vice-Chancellor, All the Universities (Except: the BAU, the BASU & the NOU);
2. The Convenor/All the Members of the Syllabus Committee;
3. The Secretary, Department of Higher Education, Govt. of Bihar, Patna;
4. The Member Secretary-cum-State Project Director, BSHEC, Patna;
5. The Additional Secretary (University), Governor's Secretariat, Bihar Lok Bhavan, Patna;
6. The Director, Higher Education, Department of Higher Education, Govt. of Bihar, Patna;
7. All the Registrars, Universities of Bihar (Except the BAU, the BASU & the NOU);
8. The OSD to the Hon'ble Governor, Bihar Lok Bhavan, Patna;
9. The PPS to the Additional Chief Secretary to the Governor, Bihar Lok Bhavan, Patna; and
10. The Deputy Director, NIC, Bihar Lok Bhavan, Patna for uploading on the website of Bihar Lok Bhava, Patna/Guard file.

Kalpana Srivastava 05/06/26
Officer On Special Duty (Judicial)

122

UG SEM -VIII
RESEARCH PROJECT/DISSERTATION

RP-1 (12 CREDITS) MARKS-100

GUIDELINES

Under this, students have to undertake a Research Project employing appropriate research approaches and methodologies relevant to their discipline. The project may involve Qualitative Research, Quantitative Research, Mixed-Methods Research, Applied Research, Action Research, Field Studies, Experimental Research, Theoretical and Computational Research, Modelling and Simulation, Translational Research, Case Study Research, Policy Research, or any other recognized form of scholarly inquiry. The selected research topic and methodology should be relevant to the field of study and capable of generating meaningful academic, professional, or societal insights.

I. ACADEMIC RESEARCH PROJECT

Students pursuing the Research Projects activity must fulfil the following requirements by the end of Semester VIII:

1. **Completion of Research Activities:** Successful completion of all research-related activities, which may include experimentation, theoretical and/or computational studies, fieldwork, surveys, data collection, data processing, data analysis, interpretation of findings, or any other academic and research tasks relevant to the chosen topic.
2. **Submission of Final Dissertation/Project Report:** Submission of a Dissertation or Academic Research Project Report in the prescribed format, incorporating the objectives, methodology, analysis, findings, conclusions, and references in accordance with academic standards.

II. Research Outcomes

Students shall be encouraged, though not mandatorily required, to achieve one or more scholarly outcomes arising from their research work. Such outcomes may include:

- Publication of research findings in peer-reviewed or indexed journals;
- Publication of a book, book chapters;
- Presentation of a research paper or poster at a recognized National or International Conference, Seminar, Workshop, or Symposium;
- Development of a prototype, model, process, software application, or innovative product;
- Filing of a patent, copyright, design registration, or other intellectual property based on the research conducted;
- Preparation of policy briefs, draft policy recommendations, or research-based submissions to relevant Ministries, Government Departments, or other stakeholder organizations; and
- Any other research, innovation, entrepreneurship, or knowledge dissemination outcome relevant to the discipline.

X/6/2026
D. J. Lee
01/06/2026
P. B. D. W.
01/06/2026

106
III. Learning Outcomes

Upon successful completion of the Academic Research Project, students shall be able to:

- Demonstrate an understanding of the fundamental concepts, principles, and ethics of research;
- Identify, define, and formulate a research problem relevant to their discipline or area of study;
- Develop clear research objectives, research questions, and, where appropriate, hypotheses;
- Review, analyse, and synthesize relevant literature to establish the context and significance of the study;
- Design and implement appropriate research methodologies and analytical frameworks;
- Collect, organize, analyse, and interpret qualitative and/or quantitative data using suitable tools and techniques;
- Conduct independent investigation, experimentation, fieldwork, or theoretical inquiry, as applicable;
- Critically evaluate research findings and draw evidence-based conclusions;
- Prepare and present a dissertation or research report in a clear, coherent, and academically rigorous manner;
- Demonstrate independent learning, critical thinking, problem-solving, and effective communication skills; and
- Develop foundational research competencies that support higher studies, professional practice, innovation, entrepreneurship, and lifelong learning.

IV. SELECTION OF TOPIC

Students shall select a research topic in consultation with their assigned Mentor, preferably within their area of academic interest and specialization. The selected topic should be relevant to the discipline, academically significant, feasible in terms of scope and methodology, and capable of being completed within the stipulated time frame and available resources.

The title of the Dissertation/Research Project should be clear, concise, specific, and reflective of the nature, objectives, and scope of the proposed study. It should effectively communicate the central theme and focus of the research.

The topic shall normally be finalized and approved by the Department at the end of Semester VII, enabling students to commence preparatory work, including literature review and proposal development, at the beginning of Semester VIII. Any subsequent change in the approved topic shall require the prior approval of the Mentor and the Head of the Department.

V. MENTOR

Each student shall undertake the Dissertation/Research Project under the guidance and supervision of a faculty member designated by the Department. The Mentor shall ordinarily be assigned and approved by the Department at the end of Semester VII.

106/2026
2
BONE
07/06/2026

125

The Mentor shall provide academic and methodological guidance throughout the research process, including assistance in topic selection, formulation of research objectives and research questions, preparation of the research proposal, selection of appropriate research methodology, data collection and analysis, interpretation of findings, and preparation of the final dissertation/report.

Students shall maintain regular interaction with their Mentor and duly consider the suggestions and feedback provided during the course of the study. The Mentor shall periodically review the progress of the research work, ensure adherence to academic integrity and ethical standards, and certify the satisfactory completion of the project/dissertation before its final submission.

VI. RESEARCH PROPOSAL

Each student shall prepare and submit a Research Proposal in consultation with the assigned Mentor at the beginning of Semester VIII. The proposal shall provide a clear outline of the proposed study and demonstrate its academic relevance, feasibility, and methodological soundness.

The Research Proposal shall ordinarily contain the following components:

1. Title of the Proposed Study
2. Brief Introduction and Background of the Study
3. Statement of the Problem
4. Objectives of the Study
5. Research Questions and/or Hypotheses (where applicable)
6. Review of Relevant Literature
7. Research Methodology, including sources of data and methods of analysis
8. Scope and Limitations of the Study
9. Proposed Chapterization/Organisation of the Dissertation
10. References

The Research Proposal shall be reviewed and approved by the Mentor and/or the Department before the commencement of the detailed research work.

VII. STRUCTURE OF THE PROJECT REPORT

Upon completion of the research work under the guidance and supervision of the assigned Mentor, each student shall prepare and submit a Dissertation/Research Project Report presenting the objectives, methodology, analysis, findings, and conclusions of the study in a systematic and scholarly manner.

The Dissertation/Research Project Report shall ordinarily comprise approximately 40-50 typed pages, excluding preliminary pages, references, appendices, and supporting documents. The report shall be prepared in accordance with the formatting and submission guidelines prescribed by the Department/University.

The Dissertation/Research Project Report shall normally be organized in the following sequence:

[Handwritten signatures and dates follow]

1. Title Pages shall contain the title of the Dissertation/Research Project, the name and roll number of the student, the name and designation of the Mentor, the name of the Department, the University/Institution, and the year of submission. The Title Page shall not carry a page number.

FORCED DISPLACEMENT AND IMPACT ON LIVING
CONDITIONS OF PEOPLE DUE TO RIVERBANK EROSION:
A CASE STUDY OF BANAPUR PANCHAYAT, DANAPUR, PATNA



DISSERTATION
RP-I

DEPARTMENT OF GEOGRAPHY
A.N. COLLEGE
PATLIPUTRA UNIVERSITY, PATNA

SESSION 2023-2027

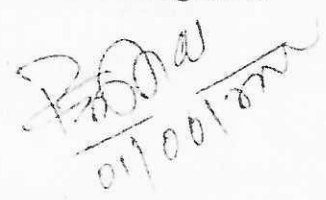
SUPERVISOR	SUBMITTED BY
DR.  Assistant Professor, Department of Geography A.N. College, Patliputra University, Patna	PRANAV KUMAR UPADHYAY ROLL NO. 2520192070028 UG SEM - VIII

2. **Certificate:** A certificate duly signed by the Mentor shall be included, certifying that the Dissertation/Research Project has been carried out by the student under his/her supervision and that the work is original and suitable for submission for academic evaluation.
3. **Declaration by student regarding genuineness and plagiarism-free :** The student shall submit a signed declaration stating that the Dissertation/Research Project is the result of his/her own work, has not been submitted elsewhere for any academic award, and is free from plagiarism and other forms of academic misconduct.
4. **Acknowledgements:** The Acknowledgements section shall provide an opportunity for the student to express gratitude to individuals and institutions that contributed to the successful completion of the research. This may include the Mentor, faculty members, technical and administrative staff, libraries, laboratories, participating organizations, respondents, and any other individuals who provided academic, technical, or logistical support. The section may also acknowledge the encouragement and support received from family members and friends. Preliminary pages shall ordinarily be numbered using lower-case Roman numerals beginning with this section.

6/25/2024






01/00/2024

5. **Table of Contents:** The Table of Contents shall provide a systematic listing of all chapters, sections, subsections, references, appendices, and other relevant components of the Dissertation/Research Project, together with their corresponding page numbers.
6. **List of Tables/List of Figures or Maps/ List of Illustrations/List of Boxes with page numbers:** A separate list shall be provided for tables, figures, maps, illustrations, and abbreviations used in the Dissertation/Research Project, indicating their titles and corresponding page numbers.
7. **Introduction:** Introduction is about the complete framework or blueprint of the academic research project. It starts with statement of the problem, where you will state the issue you are going to address through the dissertation. It is basically the identification of the problem with rationale of the study. The Introduction provides the background and context of the study. It presents the research problem, its significance, and the rationale for undertaking the study. This section should clearly describe the subject area, the need for the research, and the issues or gaps that the study seeks to address.
8. **Literature Review:** This section shall critically review relevant literature related to the research topic. It may include the conceptual and theoretical framework, review of previous studies, synthesis of key findings, identification of research gaps, and discussion of the relevance of existing knowledge to the present study.
9. **Objectives and Research Questions:** This section clearly states the purpose and direction of the study. The objectives define what the research intends to achieve, while the research questions specify the key issues that the study seeks to investigate and answer. The objectives and research questions should be clear, concise, relevant to the topic, and aligned with the overall scope of the study. They provide the framework for data collection, analysis, and interpretation of findings, ensuring that the research remains focused and systematic.
10. **Database and Methodology:** This section describes the sources of data and the methods employed to conduct the study. It should provide details of the data used, including whether the data are primary, secondary, or a combination of both, along with their sources and relevance to the research objectives. The methodology should explain the research design, study area (where applicable), sampling procedures, data collection techniques, and analytical methods used in the study.
11. **Results and Discussion:** This section presents the findings of the study and provides a systematic interpretation of the results in relation to the research objectives and questions. The results should be presented clearly using appropriate tables, charts, graphs, maps, or other visual aids wherever necessary. The discussion should analyse and explain the findings, highlight significant patterns and relationships, compare the results with existing literature where relevant, and assess their implications. This section should demonstrate the student's ability to interpret data critically and draw meaningful insights from the analysis.
12. **Summary and Conclusions:** This section shall summarize the major findings of the study and present the conclusions drawn from the analysis. Recommendations, policy

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]
01/01/20

122
implications, suggestions for practice, and directions for future research may also be included, where appropriate.

13. References: The References section shall include all sources cited in the Dissertation/Research Project, including books, journal articles, edited volumes, government and non-government reports, working papers, dissertations, theses, datasets, and online resources. References shall be presented in a consistent citation style approved by the Department/University.

14. Appendix: The Appendices/Annexures shall contain supplementary materials that support the study but are not included in the main text. These may include questionnaires, interview schedules, consent forms, raw data tables, additional statistical outputs, maps, photographs, experimental details, or other relevant documents.

VIII. FINAL SUBMISSION REQUIREMENTS

For the final submission of the Dissertation/Research Project, each student shall submit the following to the Department:

1. One hard-bound copy of the completed Dissertation/Research Project Report in the prescribed format;
2. One soft copy of the report in both PDF and editable (DOC/DOCX) formats;

In addition, each student may prepare and deliver a PowerPoint presentation for the Viva Voce examination. The presentation should clearly highlight the research problem, objectives, methodology, findings, conclusions, and the student's individual contribution to the research work.

IX. EVALUATION

1. The Dissertation/Research Project shall be evaluated by an External Examiner appointed by the Principal of the college from within the same university.
2. A student shall be required to secure at least 45% marks in the Dissertation/Research Project component to successfully complete the course.

S.NO	ASSESSMENT CRITERIA	CREDITS	MARKS
1.	Project Report	12 Credits	80
2.	Viva-Voce		20
	GRAND TOTAL		100

****End****