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**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR**  
**ANANTHAPURAMU-515 002 (A.P)**  
**RESEARCH AND DEVELOPMENT**

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Ph.D(IITK)

Dt:20-10-2016

Director,  
Research & Development.

**IMPORTANT CIRCULAR**

**Sub:** Research Centre Guidelines & Application format-reg.

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Please find herewith Research Centre Guidelines & Application format.  
The affiliated Colleges completed **3 years** of recognition are informed to apply for the renewal for recognition. The Colleges which are having valid recognition will be permitted to take Full-Time Scholars for the year **2016-17**.

*Sd-xxxxx*  
Director  
Research & Development

**JNTUA ANANTAPURAMU**  
**RESEARCH & DEVELOPMENT**

**PROCEDURE FOR RECOGNITION OF NEW DEPARTMENTS/INSTITUTIONS**  
**OFFERING ENGINEERING/PHARMACY/MANAGEMENT PROGRAMS AS**  
**RESEARCH CENTERS**

- a. Department / Institutions seeking approval / recognition to research program shall apply to this university in the prescribed format.
- b. They shall submit the duly filled form along with supporting documentary evidence showing the possession of required facilities for the conduct of Ph.D program.
- c. The Engineering /Pharmacy/Management Colleges seeking the recognition of the Department shall have the following facilities according to the needs of the research:-
  - i. Adequate laboratory facilities for Experimental Work needed for research.
  - ii. Adequate library facilities for advanced research work.
- d. An inspection fee of Rs. 25,000/- (Rupees Twenty five thousand only) or that may be prescribed by the University from time to time has to be paid at the time of submission of the application from when seeking recognition.
- e. After due scrutiny of the filled in applications and documents received thereof, an inspection committee consisting of three members, having the Chairman, Convener and Subject expert shall visit the college / institution. The recommendations of the Inspection Committee, if found satisfied, shall be placed for approval by the University.

- f. In case, if the University is not satisfied of research / Teaching facilities, it may reject the application and the Institution will be informed about the deficiencies. The Institution can request for re-inspection after duly rectifying the deficiencies pointed out in the first inspection. The University shall depute another inspection team for re-inspection after obtaining the re-inspection fee of Rs. 30,000/- (Rupees Thirty thousand only) or as that may be prescribed by the University from time to time. The orders recognizing the said Department shall be issued after collecting the fee of Rs 25,000/- (Rupees Twenty thousand only) per first year per department and 10,000/- for the remaining two years period or as that may be prescribed by the University from time to time.
- g. The department offering for fulltime Ph.D shall be inspected once in 3 years. In this regard department shall apply for renewal by following existing rules.
- h. Admission to Ph.D program is done by the university, along with Ph.D admissions of the university. The candidate admitted for research in the recognized research centers of the self financing colleges, will be governed by the Ph.D academic regulation of the university.
- ( Notwithstanding anything contained in the above in exceptional cases, the Vice-Chancellor can review and take a decision which is final.)

**(The above guidelines will be implemented with effect from 2016-17 academic year onwards)**

**JNTUA ANANTAPURAMU**  
**RESEARCH & DEVELOPMENT**

**ACCOUNTABILITY AND RESPONSIBILITY RESEARCH CENTERS**

Such recognized institution shall be accountable to the university in the following manner:-

1. Shall submit annual reports of the progress and research work being done in the institute.
2. Progress report of the research of the student being done shall be submitted periodically or as and when called for by the university.
3. Number of research students registered after the grant of recognition shall be informed.
4. Keep the university informed about its efforts in seeking grants/funding from national and international agencies based on the research status provided by the university.

**JNTUA ANANTAPURAMU**  
**RESEARCH & DEVELOPMENT**

**RULES, REGULATIONS AND CONDITIONS TO BE FULFILLED BY AFFILIATED  
COLLEGES FOR RECOGNITION AS RESEARCH CENTRES**

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1. The relevant P.G. Course in Engineering/Pharmacy/Management must be in existence for at least last FIVE years and Name of the Branch/ Department in which Ph.D. program is to be offered must be declared with specialization.
2. The institute should have minimum UGC 2f recognition
3. Necessary amount per course as prescribed by the university should be invested for procurement of latest journals and books.
4. An amount per course prescribed by the University should be invested to upgrade the Laboratory facilities for the courses.
5. At least two faculty members at eligible for recognition as research guides as per UGC 2009 guidelines should be available in the Institution associated with the course to be recognizes.
6. The proposed supervisor should have a PhD degree in the relevant discipline from a reputed University with a minimum of seven years teaching/research experience, out of which the post Ph.D. experience should be two years and having four publications out of which two must be in refereed National/International journals for eligibility. Further supervisor services should be ratified by the University. Period. These may be prescribed by the University from time to time.

7. If the Supervisor retires or leaves the Institution during the period of research, the research student may be transferred to any other eligible guide or to any other research centre recognized by the JNTUA, Ananthapuramu. In any case the student must be paid stipend by the Institution originally he was allotted. The decision of the University is the final in the regard.
8. If the student is willing to get transferred to any other recognized research centre, within JNTUA, then host institution where the candidate is transferred, as to pay the scholarship for the remaining period.
9. In case of admission in affiliated colleges as research centers of JNTUA, Ananthapuramu, there shall be a co-guide from the concerned academic department of the constituent college of JNTUA.
10. The institute/organization shall be willing to provide the expenditure for contingencies /conferences/field works/stationary etc.
11. The Institute/Organization shall be willing to offer to the scholar a minimum fellowship of the amounts as per AICTE/UGC norms up to the end of 3rd year.
12. Institute/organization must provide Networking/Internet facilities/Laboratory/ equipment etc. for Research Scholars.
13. Allotted Supervisor for the Research program should be available in the department continuously till the thesis submission of the student.
14. The tuition fee paid to the university by the fulltime scholars at the time admission will be transferred to respective research centers on request after student passing Pre-Ph.D exams. For the subsequent years the research centers are authorized to collect applicable tuition fee directly from the student.

15. Details of stipend and attendance particulars of the fulltime scholar are to be submitted by the respective research centers to the university on or before 15<sup>th</sup> July every year.
16. The research scholar admitted, should not be given any theory load and may be allowed to take maximum 3 laboratory sessions in his area of research work. He should devote full time for carrying out research only.
17. The Institute/Organization must give assurance by way of submitting prescribed affidavit.

**WEBNOTE:**

**Date of Inspection:** \_\_\_\_\_



**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR**

**ANANTHAPURAMU – 515 002.**

**RESEARCH & DEVELOPMENT**

***Application Form for Recognition of Institution/Organization as  
An Approved Research Center for Ph.D. Programme under JNTUA  
(for Full-Time Research Scholars in the Dept./Branch of .....)***

- 1 Name and Address of the Institute (with Tel./Fax/e-mail)
- 2 Name and Address of the Principal (with Tel./Fax/Mob/e-mail)
- 3 Year of establishment of the institute
- 4 Has the institute been NAAC Accredited If so, enclose proofs from approval date to the period
- 5 Has the institute got UGC
  - a 2F YES/NO
  - b 12B YES/NO
- 6 Name of the Dept./Branch in which Ph. D. Programme is to be offered & Number of faculty (Enclose List)
- 7 No. of Faculty with Ph.D. in the Dept./Branch & Enclose List as per Enclosure #1
- 8 Year of starting PG program (enclose First approval letter of AICTE and University) ENCLOSED/NOT ENCLOSED
- 9 Has the Department been NBA Accredited, if yes YES / NO
  - a Period of Accreditation
  - b Present Status
- 10 Assurance from the Institute/Organization regarding Availability of Allotted Supervisor for the Research Programme Period continuously, till the Thesis Submission (Maximum 6 years) YES / NO
- 11 No. of Journal Publications of Dept./Branch Faculty in last 5 Years & Enclose Details as per Enclosure #2. Cumulative Citation index
  - i) International Journals :
  - ii) National Journals :
- 12 Academic/ Infrastructural Facilities available at the Inst./Organization
  - a Library
    - i) No. of International Journals Subscribed for the Dept./Branch



- & Enclose List as per Enclosure #3
- ii) No. of National Journals Subscribed for the Dept./Branch & Enclose List as per Enclosure #3
- iii) Digital Library Facilities. IF EXISTING / NOT EXISTING  
Existing, enclose details
- iv) Library Access Timings
- b Laboratory/Equipment facilities (Applicable for Research Work In the Dept./Branch ) Available in the fields of specialization of  
(costing > Rs.1 Lakh) i)  
ii)
- i) Enclose Details of such Equipment and Software ENCLOSED/NOT ENCLOSED
- ii) Assurance on the Availability of the Research Lab./Equipment to Scholar as needed YES /NO
- c Computational/ Reprographic Facilities (One PC shall be made available to each Scholar) YES/NO
- d Assured Accommodation for the Scholar within the Dept YES / NO
- 13 Networking/ Internet Facilities. If available Service Provider and Bandwidth AVAILABLE/ NOT AVAILABLE
- 14 Whether the Institute/ Organization is willing to offer to the Scholar a minimum Fellowship for 3 years as per AICTE/UGC norms YES / NO
- 15 Whether the Institute/Organization is Willing to provide to scholar towards the expenditure for Contingencies/ Conferences/ Field Works/ Stationery etc. YES / NO
- 16 Whether the Institute/Organization is willing to share revenue outcomes and IPR, if any with JNTUA YES / NO
- 17 Completed or ongoing Research Projects in the Department (Enclose Details as per Enclosure #4) ENCLOSED/NOT ENCLOSED
- 18 Any other Information regarding Recognition of the Inst./Org. by any Other Universities or Academies or Councils or Organizations, or MoU with Industries/R&D Lab,. etc .If YES, enclose proofs listing the recognition Status and Period of Approvals YES / NO
- 19 Status of deficiencies if any pointed out by the FFC in the last two years (with necessary proofs) ENCLOSED/NOT ENCLOSED

## ENCLOSURE 1

### LIST OF FACULTY MEMBERS HOLDING PH.D. DEGREE IN THE DEPARTMENT

S. No.	Name of the Faculty	Designation	Date of Joining in the present Institute	Inst./Univ. from which Ph.D. is obtained/ month & Year	Ratification Details	No. of Years Experience (Teaching/ Industry)	Papers Int./Nat./ conferences	No.Scopus Index papers & h-index (attach proof)
						a----- b----- c-----		

## ENCLOSURE 2

### LIST OF JOURNAL PUBLICATIONS FROM FACULTY within LAST 5 YEARS

S.No.	Name of the Faculty	Journal Name	Year & Month of Publication	Vol. No., Issue No., and pg.nos.	TITLE	Names of Authors (as published)	Citations
<b>INTERNATIONAL JOURNALS :</b>							
<b>NATIONAL JOURNALS :</b>							
Cumulative Citations							

## ENCLOSURE 3

### LIST OF JOURNALS SUBSCRIBED BY THE INSTITUTE/ORGN. LIBRARY

S.No.	Journal Name	Availability Of Journal Period	Hard Copy Availability (YES/NO)	Soft Copy (Details of Service Provider & No. of User Licenses taken with License Validity periods)
<b>INTERNATIONAL JOURNALS :</b>				
<b>NATIONAL JOURNALS :</b>				

## ENCLOSURE 4

### LIST OF R&D PROJECTS CARRIED OUT BY THE DEPARTMENT, AND LIST OF RESEARCH/ ANY OTHER GRANTS SANCTIONED TO THE DEPT.

S.No.	Title of the R&D Project or Research Grant	Sanctioning Agency, and Date of Sanction	Names of the Principal and Co Investigators	Sanctioned Amount Rs. In lakhs	Status of the Project (completed/ on-going)
1) R & D Projects Sanctioned					
2) Research or Any Other Grants					

Note : All the Enclosures may please be filled up as applicable, separately for each Department or Branch under consideration.

*Sd-xxxxx*  
**Director,**  
**R&D**