Department of Petroleum Studies  
M.Tech. Dissertation Guidelines


(i). The Chairman will invite the list of broad research areas from the faculty members in the beginning of M.Tech. II semester. There is no restriction on the number of research areas to be floated by each faculty members however it should be realistic considering the availability of funds, facility and expertise available.

(ii). The list of research areas will be displaced on the notice board and students will be asked to submit their choice in the order of preference within 15 days from date of notification. It will be compulsory for every student to submit their order of choice for all the research areas notified in the notice, in the Performa provided by the department.

(iii). In the meeting of Departmental Research Committee (DRC), preferably between March-April, the students will be allotted broad area of dissertation and respective supervisor. Every faculty member has to supervise minimum/ maximum number of dissertation(s) as calculated by the formula given under; however faculty members willing to supervise more number of dissertations may request the same to DRC.

Formula:-

\[ R = \frac{X}{Y} \]

where the lower and upper integer of value R will indicate minimum and maximum no. of students per faculty.

(iv). A list of research laboratory/ academic department or center outside the Aligarh Muslim University and with industry of repute may be formulated and approved by the DRC for
collaborative/joint supervision. However addition and deletion of names are possible with the consent of DRC.

(v). Faculty members can collaborate with these approved laboratory/department/industry for joint supervision and can send the candidate to these laboratories for entire or by part period of dissertation without any financial commitment on the part of university and department. However the consent of student is required as financial bearing is on his part.

(vi). Under no circumstances students are allowed to arrange their dissertation outside the department on their own. The DRC should see that no student should be allowed to go to a workplace where he can influence the supervision and evaluation procedure by any means and ways.

(v). The dissertation load for faculty members will not be counted if workplace of all the students under her/his supervion is outside Aligarh.

(vi). The student(s) undergoing dissertation work outside the university, will have to submit an attendance certificate from the head of concerned industry/research organization/academic institution. As per university rule, 75% attendance is compulsory.

(B). Procedure for Monitoring and Evaluation

(i). There will be two presentation along with progress report submission for the evaluation of progress in dissertation in each semester (III and IV sem) i.e. one mid semester and one end semester evaluation. Every student has to submit a progress report duly forwarded by her/his supervisor(s) to DRC and must be present in person for her/his presentation (mid semester and end semester presentation).
(ii). The award of marks related to dissertation will be as under;

<table>
<thead>
<tr>
<th>SEM</th>
<th>Course Components</th>
<th>Sessional</th>
<th>Mid Sem</th>
<th>End Sem</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Continuous evaluation by supervisor(s)</td>
<td>(Presentation and Report)</td>
<td>(Presentation and Report)</td>
</tr>
<tr>
<td>III SEM</td>
<td>Pre-Dissertation Seminar</td>
<td>30</td>
<td>30</td>
<td>40</td>
</tr>
<tr>
<td>IV SEM</td>
<td>Final -Dissertation Seminar</td>
<td>30</td>
<td>30</td>
<td>40</td>
</tr>
<tr>
<td></td>
<td>Dissertation</td>
<td>60</td>
<td>--</td>
<td>40</td>
</tr>
</tbody>
</table>

(iii). The dissertation viva will be arranged before the end of academic session. The candidate is supposed to complete all the formalities of submission at two/ three weeks before the end of academic session. The exact date of submission and viva will be notified by the Chairman.

**Additional guidelines**

1. Students are supposed to present their progress as under;

<table>
<thead>
<tr>
<th>SEM</th>
<th>Mid Sem</th>
<th>End Sem</th>
</tr>
</thead>
<tbody>
<tr>
<td>III sem</td>
<td>(i). Literature survey</td>
<td>(i). Literature survey</td>
</tr>
<tr>
<td></td>
<td>(ii). Tentative work plan (Gantt Chart)</td>
<td>(ii). Research Methodology (Detailed experimental work plan)</td>
</tr>
</tbody>
</table>
| IV sem | (i). Details of experimental/computational work carried.  
(ii). Reasons for deviation in work plan | (i). Overview of work carried out in previous semesters.  
(ii). Results and Discussion  
(iii). Conclusions | Presentation (External)  
Complete Presentation  
(25-35 min) |

2. Students are supposed to be physically present at their respective work place for the entire duration of their dissertation. Their attendance should be recorded in the office of the department or by the co-supervisor if workplace is outside the department.

3. Students getting GATE/TEQIP-II scholarship must be used for the purpose of teaching assistance ship. These students must take the leave admissible to them before leaving the station.

4. A student wise Dissertation Progress Report Card (DPRC) containing the information regarding the dissertation such as award of marks, comments of supervisor, change of topic (if any), etc. will be maintained in the department with the convener of DRC. This card will be used to assess the overall performance of student at the time of evaluation. Entry of marks will be made in the DPRC during mid and end semester evaluation.

5. A copy of rules set by the DRC must be provided to every student at the time of assigning topic and supervisor to him. However it will be more meaningful if a lecture is organized by the DRC (every year in the beginning of III semester) to educate the candidates about the dissertation norms.
6. Every student has to sign an undertaking stating that;

   i. He/ She will refract from plagiarism and will be committed to maintain the highest standard of research.

   ii. He/ She will perform the experiment only after going through the Material Safety Data Sheet (MSDS), recommended safety measures and will always take permission of concerned laboratory in charge before performing/ using the facilities.

   iii. He/ She will not give the experimental data/ results to anybody without the consent of supervisor(s).

   iv. In case of paper publication it will be mandatory to get the final manuscript checked by the supervisor(s). Any inclusion or deletion of author name(s) and the order of author name will be with the written consent of supervisor(s). Usually the supervisor is the corresponding author and the student is the first author. The students are supposed to write the paper and supervisor has to check it before publication.

   v. Any other points as suggested by the members.