

*Shri Vile Parle Kelavani Mandal's*  
**MITHIBAI COLLEGE OF ARTS, CHAUHAN INSTITUTE OF SCIENCE & AMRUTBEN  
JIVANLAL COLLEGE OF COMMERCE AND ECONOMICS (AUTONOMOUS)**  
NAAC Reaccredited 'A' Grade, CGPA-3.57 (Feb 2016)  
Granted under FIST-DST & Star College Scheme of DBT, Government of India  
Best College, University of Mumbai (2016-17)

## GUIDELINES FOR PREPARATION OF DISSERTATION / THESIS

### For M. Phil / Ph. D. Guidelines for preparation of Dissertation/Thesis

#### **Preamble:**

The content of the Thesis/Dissertation (hereinafter called as report) must be paid utmost attention, which is being submitted in partial fulfillment of the requirements of the Doctoral, M.Phil. and Post-graduate degrees respectively. A standard format is equally important and may be prescribed by the college, which helps in bringing uniformity in all the reports and improves the aesthetics of report. The same format shall also be followed in preparation of the final soft copies to be submitted to the library.

#### **1. Organization of the Thesis/Dissertation**

This report shall be presented in a number of chapters, starting with Introduction, and ending with Conclusions. It shall be ensured that all the chapters will have a precise title reflecting the contents of the chapter. A chapter can be subdivided into sections, sub-sections and so on as to present the content discretely and with due emphasis.

The report may be divided into two or more parts, each with an appropriate title, when the work comprises two or more mutually independent investigations. However, the numbering of chapters will be continuous right through, for example Part 1 may comprise Chapters 2-4, Part Two, and Chapters 5-8.

#### **1.1 Introduction:**

The title of Chapter 1 shall be Introduction. It shall justify and highlight the problem posed, define the topic, and explain the aim and scope of the work presented in the report. It may also highlight the significant contributions from the investigation.

#### **1.2 Review of Literature:**

This shall normally form Chapter 2 and shall present a critical appraisal of the previous work published in the literature pertaining to the topic of the investigation. The extent and emphasis of the chapter shall depend on the nature of the investigation.

#### **1.3 Report on the Present Investigation:**

The reporting on the investigation shall be presented in one or more chapters with appropriate chapter titles.

- Due importance shall be given to experimental setup, procedures adopted, techniques developed, methodologies developed and adopted.
- While important derivations/formulae should normally be presented in the text of these chapters, extensive and long treatments, copious details and tedious information, detailed results in tabular and graphical forms may be presented in Appendices. Representative data in table and figures may, however, be included in appropriate chapters.
- Figures and tables should be presented immediately following their first mention in the text. Short tables and figures (say, less than half the writing area of the page) should be presented within the text, while large table and figures may be presented on separate pages.
- Equations should form separate lines with appropriate paragraph separation above and below the equation line, with equation numbers flushed to the right.

#### **1.4 Results and Discussions:**

This shall form the penultimate chapter of the report and shall include a thorough evaluation of the investigation carried out and bring out the contributions from the study. The discussion shall logically lead to inferences and conclusions as well as scope for possible further future work.

#### **1.5 Conclusions:**

This will be the concluding chapter of the report. A brief report of the work carried out shall form the first part of the Chapter. Conclusions derived from the logical analysis presented in the Results and Discussions Chapter shall be presented and clearly enumerated, each point stated separately. The scope for future work should be stated lucidly in the last part of the chapter.

#### **1.6 Appendix:**

Detailed information, lengthy derivations, raw experimental observations etc. are to be presented in the separate appendices, which shall be numbered in Roman Capitals (e.g., "Appendix I"). Since reference can be drawn to published/unpublished literature in the appendices these should precede the "Literature Cited" section.

#### **1.7 Literature Cited:**

This should follow the Appendices, if any, otherwise the Conclusions chapter. The candidates shall follow the style of citation and style of listing in one of the standard journals in the course area consistently throughout his/her report. However, the names of all the authors along with their initials and the full title of the article/monogram/book etc. must be given in addition to the journals/publishers, volume, number, pages(s) and year of publication.

Citation from websites should include the names(s) of author(s) (including the initials), full title of the article, website reference and when last accessed. Reference to personal communications, similarly, shall include the author, title of the communication (if any) and date of receipt.

##### **1.7.1 Publications by the candidate:**

Articles, technical notes etc. on the topic of the report published by the candidate may be separately listed after the literature cited. This may also be included in the contents. The candidates may also include reprints of his/her publications after the literature citation.

### **1.8 Acknowledgements:**

The acknowledgments by the candidate shall follow the citation of literature, signed by him/her, with date.

## **2.0 Thesis/Dissertation Format**

### **2.1 Paper:**

The report shall be printed / photocopied on white bond paper, whiteness 95% or above, weight 70 gram or more per square meter. The size of the paper shall be standard A4; height 297 mm, width 210 mm.

### **2.2 Type - Setting, Text Processing and Printing:**

The text shall be printed on single side of a page. The standard font shall be **Times New Roman** of **12 pts** with **1.5-line spacing**.

#### **2.2.1 Page Format:**

The Printed Sheets shall have the following written area and margins:

Top Margin	:	15 mm
Head Height	:	3 mm
Head Separation	:	12 mm
Bottom Margin	:	22 mm
Footer	:	3 mm
Foot Separation	:	10 mm
Left Margin	:	30 mm
Right Margin	:	20 mm
Text Height	:	245 mm
Text Width	:	160 mm

When header is not used, the top margin shall be 30 mm.

#### **2.2.2 Pagination:**

Page numbering in the text of the report shall be Hindu- Arabic numerals at the center of the footer. Page number "1" for the first page of the Introduction chapter shall not appear in print; only the second page will bear the number "2". The subsequent chapters shall begin on a fresh page. Pagination for pages before the Introduction chapter shall be in lower case Roman numerals, e.g., "iv."

#### **2.2.3 Header:**

When the header style is chosen, the header can have the Chapter number and Section number (e.g., Chapter 2, Section 3) on even numbered page headers, and Chapter title or Section title on the odd numbered page header.

#### **2.2.4 Paragraph format:**

Vertical space between paragraphs shall be about 2.5-line spacing. A paragraph should normally comprise more than one line. A single line of a paragraph shall not be left at the top or bottom of a page. The word at the right end of the first line of a page or paragraph should, as far as possible, not be hyphenated.

## **2.3 Chapter and Section Format:**

### **2.3.1 Chapter:**

Each chapter shall begin on a fresh page with an additional top margin of about 75mm. Chapter number (in Hindu - Arabic) and title shall be printed at the center of the line in 6mm font size (18pt) in bold face using both upper and lower case (all capitals or small capitals shall not be used). A vertical gap of about 12 mm (spacing after font size 36 with single line spacing) shall be left between the Chapter number and Chapter title lines as also between Chapter title line and the first paragraph.

### **2.3.2 Sections and Sub-sections:**

A chapter can be divided into Sections, Sub-sections, and Sub-Sub Sections to present different concepts separately. Sections and sub-sections can be numbered using decimal points, e.g., 2.2 for the second section in Chapter 2 and 2.3.4 for the fourth Sub-section in third Section of Chapter 2. Chapters, Sections and Subsections shall be included in the contents with page numbers flush to the right. Further subsections need not be numbered or included in the contents. The Section and Sub - Section titles along with their numbers in 5 and 4mm (16 and 14 pt.) fonts, respectively, in bold face shall be flush to the left (not centered) with 15 mm space above and below these lines.

In further subdivisions character size of 3 and 3.5 with bold face, small caps, all caps and italics may be used for the titles flushed left or centered. These shall not feature in the contents.

### **2.3.3 Table / Figure Format:**

Tables and figures should be presented in portrait style as far as possible. Small size table and figures (less than half of writing area of a page) should be incorporated within the text, while larger ones may be presented on separate pages. Table and figures shall be numbered chapter -wise. For example, the fourth figure in chapter 5 will bear the number Figure 5.4 or Fig 5.4.

Table number and title will be placed above the table while the figure number and caption will be located below the figure. Reference for Table and Figures reproduced from elsewhere shall be cited in the last and separate line in the table and figure caption.

## **3.0 Auxiliary Format**

### **3.1 Binding:**

The final hard bound copies to be submitted after the viva-voce examination will be accepted during the submission of thesis/dissertation/ project report in black colour.

### **3.2 Front Cover:**

The front cover shall contain the following details:

- Full title of thesis in 6 mm 22 point's size font properly centered and positioned at the top.
- Full name of the candidate in 4.5 mm 15 point's size font properly centered.
- A 50 mm diameter replica of the Institute emblem followed by the name of department, name of the Institute and the year of submission, each in a separate line and properly centered and located at the bottom of page.

#### **3.2.1 Lettering:**

All lettering shall be embossed in gold.

#### **3.2.2 Bound back (Spiral):**

The degree, the name of the candidate and the year of submission shall also be embossed on bound side (spine) in gold.

### **3.3 Blank Sheets:**

In addition to the white sheets (binding requirement) two white sheets shall be put at the beginning and the end of the thesis.

### **3.4 Title Sheet:**

This shall be the first printed page of the report and shall contain the submission statement: The Thesis/ Dissertation submitted in partial fulfillment of the requirements of the Degree, M. Phil./ Ph.D., the name and Learner number of the candidate, name(s) of the Guide and Co-Guide (s) (if any), Department, college, and year of submission.

- Sample copy of the 'Title Sheet' is appended (Specimen 'A')

### **3.5 Dedication Sheet:**

If the candidate so desires s/he may dedicate her/his report, which statement shall follow the title page. If included, this shall form the page 1 of the auxiliary sheets but shall not have a page number.

### **3.6 Internal Approval Sheet:**

In the absence of a dedication sheet this will form the first page and, in that case, shall not have a page number. Otherwise, this will bear the number two in Roman lower case “ii” at the center of the footer. The top line shall be:

1. Certificate

- Sample copy of the 'Internal Approval Sheet' is appended (Specimen “B”)

### **3.7 Approval Sheet:**

In the absence of a dedication sheet this will form the second page. Otherwise, this will bear the number three in Roman lower case “iii” at the center of the footer. The top line shall be:

1. Thesis Approval for Ph.D.
2. Dissertation Approval for M.Phil.

The Approval Sheets are to be included only in the hard bound copies which are submitted after the successful Ph.D. / M.Phil. *viva voce* examination.

- A sample copy of the Approval Sheet is appended (Specimen `C')

### **3.8 Abstract:**

The 500-word abstract shall highlight the key features of the thesis/ dissertation and shall correspond to the electronic version to be submitted to the library for inclusion in the website. The Abstract in the thesis, however, shall have two more parts, namely, the layout of the thesis giving a brief chapter- wise description of the work and the key words.

### **3.9 Contents, List of Figures and Tables:**

The contents shall follow the Abstract and shall enlist the titles of the chapters, section and sub-section using decimal notation, as in the text, with the corresponding page number against them, flushed to the right.

Two separate lists of Figure captions and Table titles along with their numbers and corresponding page numbers against them shall follow the Contents.

### **3.10 Abbreviation Notation and Nomenclature:**

A complete and comprehensive list of all abbreviations, notations and nomenclature including Greek alphabets with subscripts and superscripts shall be provided after the list of tables and figures. (As far as possible, accepted symbols and notation should be used). Auxiliary page from dedication (if any) to abbreviations shall be numbered using Roman numerals in lower case, while the text starting from the Introduction shall be in Hindu-Arabic. (The first pages in the both the cases shall not bear a page number).

### **3.11 A Declaration of Academic Honesty and Integrity:**

A declaration of Academic honesty and integrity is required to be included along with every thesis/dissertation/ project report after the approval sheet. The format of this declaration is given in Specimen 'D' attached.

**Specimen 'A': Title Sheet**

(Title)

Submitted in partial fulfillment of the requirements  
of the degree of  
(Doctor of Philosophy/Science/Arts/Commerce /and so on)

*by*  
(Name of the Learner)  
(SAP No. \_\_\_\_\_)

*Guide (s):*  
Name of Guide (s)

(Emblem of /University in diameter of 50 mm)

*Shri Vile Parle Kelavani Mandal's*  
**MITHIBAI COLLEGE OF ARTS, CHAUHAN INSTITUTE OF SCIENCE &  
AMRUTBEN JIVANLAL COLLEGE OF COMMERCE AND ECONOMICS  
(AUTONOMOUS)**

(Year)

## **Specimen 'B': Internal Approval Sheet**

### **CERTIFICATE**

This is to certify that the project entitled **“Title of project”** is a Bonafide work of **“Name of learner” (SAP Number)** submitted to the SVKM’s Mithibai College of Arts, Chauhan institute of Science & Amrutben Jivanlal College of Commerce and Economics (Autonomous) in partial fulfilment of the requirement for the award of the degree of **“M.Phil. / Ph. D.”** in **“Program Name.”**

(Name and sign)  
Co- Guide

(Name and sign)  
Guide

(Name and sign)  
Head of the Department

(Name and sign)  
Principal



**Specimen `C': Approval Sheet**

Thesis Approval for M.Phil. Dissertation / Ph. D.

This thesis / dissertation/project report entitled (*Title*) by (*Author Name*) is approved for the degree of \_\_\_\_\_ (*Degree details*).

Examiners

1. ....

2. ....

Date:

Place:

**Specimen `D' – Declaration  
Declaration**

I declare that this written submission represents my ideas in my own words and where others' ideas or words have been included, I have adequately cited and referenced the original sources. I also declare that I have adhered to all principles of academic honesty and integrity and have not misrepresented or fabricated or falsified any idea/data/fact/source in my submission. I understand that any violation of the above will be cause for disciplinary action by the College and can also evoke penal action from the sources which have thus not been properly cited or from whom proper permission has not been taken when needed.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name of learner and SAP No.)

Date:

## **Specimen `E' – Starting Chapter Page Formatting**

### **Chapter 1**

#### **Introduction**

#### **1.1 (Specimen “E”)**

##### **1.1.1 Formatting Guidelines**

## Specimen “F” – Various standard Styles of listing of references

### Chapter #

#### References

##### ASME standard

##### Book,

[1] Merritt, H. E., 1971, *Gear Engineering*, Pitman, New York, pp. 82–83.

##### Journal Paper,

[2] Arakere, N. K., and Nataraj, C., 1998, “Vibration of High-Speed Spur Gear Webs,” *ASME Journal of Vibration Acoustics*, 120(3), pp. 791–800.

##### Proceeding Paper,

[3] Stewart, R. M., 1977, “Some Useful Data Analysis Techniques for Gearbox Diagnostics,” *Proceedings of the Meeting on the Application of Time Series Analysis*, ISVR, University of Southampton, Southampton, UK.

##### Thesis,

[4] Kong, D. W., 2008, “Research on the Dynamics and Fault Diagnosis of the Large Gear Transmission Systems,” Ph.D., thesis, JiLin University, Changchun, China.

##### IEEE standard

##### Book,

[1] J. F. Curtis, (Ed.), *Processes and Disorders of Human Communication*. New York: Harper and Row, 1978.

##### Journal Paper,

[2] J. Schroeter and M. M. Sondhi, “Techniques for estimating vocal-tract shapes from the speech signal,” *IEEE Trans. Speech Audio Process.*, vol. 2, no. 1, pp. 133–150, 1994.

##### Proceeding paper,

[3] J. M. Pardo, “Vocal tract shape analysis for children,” in *Proc. IEEE Int. Conf. Acoust., Speech, Signal Process.*, 1982, pp. 763–766.

## **Annexure: 2**

### **Rules and Regulations for Plagiarism and any Other Academic Dishonesty**

As per the ethics in higher education, fair conduct of research and prevention of misconduct, and as per UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018, learners, researchers and faculty members should not perform any academic misconduct by the theft of intellectual property in any manner.

The research work carried out by the learner, faculty member, researcher, and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions, and recommendations only and shall not have any similarities. It shall exclude common knowledge or coincidental terms, up to fourteen (14) consecutive words. It shall be covered by Zero Tolerance Policy on Plagiarism.

#### **Similarity checks for exclusion from Plagiarism**

The similarity checks for plagiarism shall exclude the following:

- i) All quoted work reproduced with all necessary permission and/or attribution.
- ii) All references, bibliography, table of contents, preface, and acknowledgements.
- iii) All generic terms, laws, standard symbols, and standard equations.

#### **Levels of Plagiarism**

Plagiarism will be quantified into the following levels in ascending order of severity for the purpose of its definition:

- i) Level 0: Similarities up to 10%
- ii) Level 1: Similarities above 10% and up to 40%
- iii) Level 2: Similarities above 40% and up to 60%
- iv) Level 3: Similarities above 60%

#### **Detection/Reporting/Handling of Plagiarism**

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the Departmental Academic Integrity Panel (DAIP). Upon receipt of such a complaint or allegation the DAIP shall investigate the matter and submit its recommendations to the Institutional Academic Integrity Panel (IAIP) of the college. The authorities of college can also take suo moto notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the authorities based on findings of an examiner. All such cases will be investigated by the IAIP.

#### **Departmental Academic Integrity Panel (DAIP)**

- i) All Departments in the college shall notify a DAIP whose composition shall be as given below:
  - a. Chairperson - Head of the Department
  - b. Member - Senior academician from outside the department, to be nominated by the Principal.
  - c. Member - A person well versed with anti-plagiarism tools, to be nominated by the Head of the Department.

The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 2 out of 3 members (including the Chairperson).

- ii) The DAIP shall follow the principles of natural justice while deciding about the allegation of

- plagiarism against the learner, faculty, researcher, and staff.
- iii) The DAIP shall have the power to assess the level of plagiarism and recommend penalty/ies accordingly.
  - iv) The DAIP after investigation shall submit its report with recommendation on penalties to be imposed, to the IAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

### **Institutional Academic Integrity Panel (IAIP)**

- i) composition shall be as given below:
  - a. Chairperson – Principal/Senior Academician of the college.
  - b. Member - Senior Academician other than Chairperson, to be nominated by the Principal.
  - c. Member - One member nominated by the Principal from outside the college.
  - d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Principal.

The Chairman of DAIP and IAIP shall not be the same. The tenure of the Committee members including the Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including the Chairperson).

- ii) The IAIP shall consider the recommendations of DAIP.
- iii) The IAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.
- iv) The IAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the learner, faculty, researcher and staff of the college.
- v) The IAIP shall have the power to review the recommendations of DAIP including penalties with due justification.
- vi) The IAIP shall send the report after investigation and the recommendation on penalties to be imposed, to the Principal, within a period of 45 days from the date of receipt of recommendation of DAIP/complaint / initiation of the proceedings.
- vii) The IAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

### **Penalties**

Penalties in the cases of plagiarism shall be imposed on learners pursuing studies at the level of Masters and Research programs and on researcher, faculty member & staff of the college only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and the individual in question has been provided enough opportunity to defend himself or herself in a fair and transparent manner.

### **Penalties in case of plagiarism in submission of thesis and dissertations**

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of Plagiarism.

- i) Level 0: Similarities up to 10% - Minor Similarities, no penalty.
- ii) Level 1: Similarities above 10% and up to 40% - Such a learner shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- iii) Level 2: Similarities above 40% and up to 60% - Such a learner shall be debarred from submitting a revised script for a period of one year.
- iv) Level 3: Similarities above 60% -Such a learner's registration for that program shall be cancelled.
- a) **Note 1:** Penalty on repeated plagiarism- Such a learner shall be punished for the plagiarism of

one level higher than the previous level committed by him/her. In cases where plagiarism of the highest level is committed, then the punishment for the same shall be operative.

- b) **Note 2:** Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be, then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

### **Penalties in case of plagiarism in academic and research publications**

- I. Level 0: Similarities up to 10% - Minor similarities, no penalty.
  - II. Level 1: Similarities above 10% and up to 40%
    - i. Shall be asked to withdraw manuscript.
  - III. Level 2: Similarities above 40% and up to 60%
    - i. Shall be asked to withdraw the manuscript.
    - ii. Shall be denied a right to one annual increment.
    - iii. Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Learner/scholar for a period of two years.
  - IV. Level 3: Similarities above 60%
    - i. Shall be asked to withdraw the manuscript.
    - ii. Shall be denied a right to two successive annual increments.
    - iii. Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Learner/scholar for a period of three years.
- a. Note 1: Penalty on repeated plagiarism - Shall be asked to withdraw the manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then disciplinary action including suspension/termination as per service rules shall be taken by the college.
- b. Note 2: Penalty in cases where the benefit or credit has already been obtained - If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be, then his/her benefit or credit shall be put in abeyance for a period recommended by IAIP and approved by the Principal.
- c. Note 3: The college shall create a mechanism to ensure that each paper publication/thesis/dissertation by a learner, faculty, researcher, or staff of the college is checked for plagiarism at the time of forwarding/submission.
- d. Note 4: If there is any complaint of plagiarism against the Principal, a suitable action, in line with these regulations, shall be taken by the Governing Body of the college.
- e. Note 5: If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the IAIP and approved by the Competent Authority.
- f. Note 6: If there is any complaint of plagiarism against any member of DAIP or IAIP, then such member shall excuse himself / herself from the meeting/s where his/her case is being discussed/investigated.

### Annexure-3

#### Composition of RRC and Appointment of Referees for M.Phil./Ph.D.

##### Composition of Research & Recognition Committee (RRC)

Principal	Chairman
Head of the Department (if Head does not possess Ph.D. and/or not recognized guide of University of Mumbai then senior most teacher in the department concerned who is Ph.D. and is recognized guide of University Of Mumbai);	Member
Two Experts-	Member
i) Chairman, Board of Studies (of the course concerned) of the University of Mumbai;	Member
ii) From Industry or National Research Institute (nominated by the Principal)	Member
Expert in the area of Specializations (nominated by the Principal), where a referee is to be appointed for evaluation of highly specialized topic or course	Member
Convenor Research Committee/Vice Principal Research	Ex-officio member

##### Appointment of Referees for M.Phil./Ph.D.

- 1) Upon submission of dissertation/thesis for adjudication, the proposal for referee appointment shall be placed before the Research & Recognition Committee concerned for its consideration. RRC shall preferably recommend a total of six names from the panel of approved Examiners. Out of these names, three names shall be from the State and other three names shall be from Outside the State.
- 2) The list of names of examiners / referees so recommended by the Research and Recognition committee shall be placed before the Chairperson for his approval. He shall nominate the Examiners for evaluation of dissertation/thesis with preference number.
- 3) The invitation letters shall be sent to the first referee of each category. If any referee refuses to accept the invitation for such evaluation, the invite letter shall be sent to the next referees from the same category in the serial order.
- 4) The synopsis and dissertation/thesis shall be sent to the examiners / referees who have accepted the appointment.
- 5) If all the referees refuse to accept the appointment, fresh proposal is to be placed before the Research & Recognition Committee concerned for its consideration.



**Annexure-4**  
**Learner Approval form**

Name of the Author	
Department	
Degree	
University	
Guide	
Thesis Title	
Year of Award	

**Agreement**

1. I hereby certify that, if appropriate, I have obtained and attached hereto a written permission/statement from the owner(s) of each third party copyrighted matter to be included in my thesis/dissertation, allowing distribution as specified below.
2. I hereby grant to the university and its agents the non-exclusive license to archive and make accessible, under the conditions specified below, my thesis/dissertation, in whole or in part in all forms of media, now or hereafter known. I retain all other ownership rights to the copyright of the thesis/dissertation. I also retain the right to use in future works (such as articles or books) all or part of this thesis, dissertation, or project report.

**Conditions:**

1. Release the entire work for access worldwide	
2. Release the entire work for 'My University' only for 1 year, 2 years, 3 years and after this time release the work for access worldwide.	
3. Release the entire work for 'My University only, while at the same time releasing the following parts of the work (e.g., because of the parts that relate to publications for worldwide access: a) Bibliographic details and Synopsis only b) Bibliographic details, synopsis and the following chapters only c) Preview/Table of Contents/24 page only	
4. View Only (no downloads) (worldwide)	

Signature of the Scholar

Signature and seal of the Guide

Place

Date