

**Uttarakhand Open University**  
**Directorate of Research and Innovation**  
**Instructions for the Documents Verification/Concept Note/Interview**

All the eligible candidates for the **Documents Verification/Concept Note/Interview** are hereby instructed to attend the interview/interaction/ documents verification as per the schedule as and when uploaded on the website for their respective disciplines. Such candidates will also be required to bring five typed copy of the research proposal at the time of interview. It is mandatory to bring Admit Card of the entrance test, valid photo-identity proof and necessary documentation at the time of interview. No TA or DA shall be reimbursed to candidates appearing for interview/ interaction and documents verification.

**Further, all the candidates who are JRF and have applied for admission for Ph.D. Programme for Academic Session 2020 in the prescribed UOU CRET Form and were exempted from entrance test are hereby informed to appear for Documents Verification, Concept Note and Interview/ Interaction as per the schedule as and when uploaded for their respective disciplines. (Refer Instructions Documents Verification/Concept Note/Interview as given in this document).**

**Reporting timings for Documents Verification and Interview/Interaction:**

Place: UOU Headquarters, Haldwani, Behind Transport Nagar, Vishwavidyalaya Marg, Haldwani (Nainital) 263139, Uttarakhand

Reporting timings for all the candidates- 10:00 a.m.

As per UOU Research Ordinance and UGC (Minimum Standards and Procedure for Award of M.PHIL./PH.D Degrees) Regulations, 2016 and subsequent amendments as issued by UGC, the minimum qualifying marks for short listing the candidates is 50%.

Further, as per University Grants Commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degrees) (1<sup>st</sup> amendment ) Regulations, 2018, University has allowed a relaxation of 5 % of marks (from 50% to 45%) to the candidates belonging to SC/ST/OBC(Non-Creamy



layers)/Differently-able category in the entrance examination conducted by the University.(Relaxation as per Uttarakhand State Reservation Rules).

As per University Grants Commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degrees) (2<sup>nd</sup> amendment) Regulations, 2018 and subsequent approval from the Executive Council, for the selection of candidates, a weightage of 70% to the entrance test and 30% to the performance in interview/*viva voce* shall be given for preparing the final merit. Accordingly, the selection shall be based upon two stages;

Stage I- Entrance Test conducted by the University/JRF

Stage II- Interview/*viva voce*

Further, 30% Performance in interview/*viva voce* shall be assessed on three parameters, these are;

- a) Concept Note
- b) Presentation on the Research Proposal and
- c) Interview/Interaction

Stage I-

- i. **For applicants who have qualified Ph.D. Entrance Test (CRET):** Percentage of marks scored by the examinee in Ph.D entrance test shall be scaled proportionately to award the marks under the weightage of 70% .
- ii. **For applicants who have qualified JRF:** For JRF candidates the percentage of marks that they have obtained in National Eligibility Test shall be scaled proportionately to award the marks under the weightage of 70% .

Stage II- Interview/*viva voce*

Stage II (Interview/*viva voce*) shall remain same for both types of applicants as mentioned under Stage I (i and ii).

### **Instructions for UGC-JRF candidates**

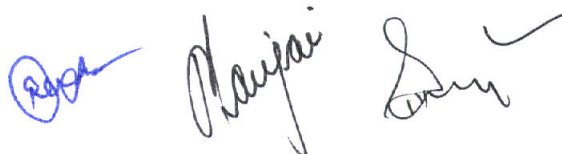
Candidates who are UGC-JRF and were given exemption in entrance test have to appear for interview/interaction and documents verification. Such candidates have to bring their scorecard issued by UGC-NET and Award letter for JRF in original.

For JRF candidates the percentage of marks that they have obtained in National Eligibility Test shall be scaled proportionately to award the marks under the weightage of 70% for preparing final merit list. Further, 30% to the performance in interview/*viva voce* shall be given for preparing the final merit. Further, such candidates have to undergo the same process of interview/interaction and documents verification as specified for the applicants who have qualified Ph.D. Entrance Test conducted by the Uttarakhand Open University.

### **Instructions for Documents Verification**

Candidates have to bring all the original documents and self-attested copies of required testimonials in support of their qualifications;

1. Admit Card
2. 10<sup>th</sup> mark sheet and certificate.
3. 12th mark sheet and certificate
4. Graduation mark sheet and certificate
5. Post-graduation (if claimed) mark sheet and certificate.
6. Experience certificate (if claimed).
7. Category Certificate (if claimed).
8. Domicile
9. Affidavit (wherever required)
10. Two Photographs
11. Aadhar Card/Valid Photo-identity Proof
12. JRF certificate (if claimed).
13. The candidates who are employed must bring No Objection Certificate from their employer to pursue Ph.D. Programme and particularly approval for 6 months course work, along with other relevant documents, if any.



Candidate belonging to OBC category must bring original and Photocopy of valid category certificate as per order of Government, (OBC Non-creamy layer certificate) issued by a competent authority.

### **Instructions for Concept Note**

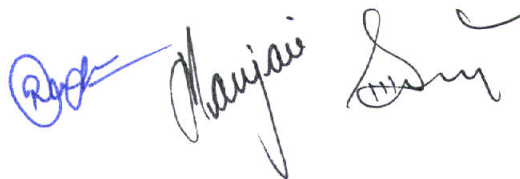
The candidate shall be asked to write a concept note (in about 500 words) on the topic provided by the University. The candidate would be given a topic on the spot and s/he would be given 40 minutes to write the above note. The concept note carries 10 marks and it would be assessed on 5 sub-criteria. Each sub-criterion shall be of 2 marks. The concept note will be evaluated on the following parameters;

- i) Content
- ii) Structure/Development of Argument
- iii) Language
- iv) Coherence
- v) Original Thought and Support of Ideas / Analysis

### **Instructions for Presentation**

At the time of Interview/Interaction, the candidates will be required to discuss about the research proposal through a brief oral presentation before a committee. The duration of the presentation would be of about 10 minutes and the candidates have to bring power-point-presentation (PPT) on their research proposal. Power point presentation should not exceed 10 slides covering the following aspects;

- a) Title
- b) Statement of the Problem
- c) Brief and representative Review of literature/Present state of knowledge in the field
- d) Objectives of the study
- e) Research Methodology-Sampling, instruments proposed
- f) Scope/ Rationale/Delimitations of Proposed Study



- g) Tentative chapter scheme

### **Instructions for Research Proposal**

Candidates are instructed to take notice of the following points while preparing research proposal;

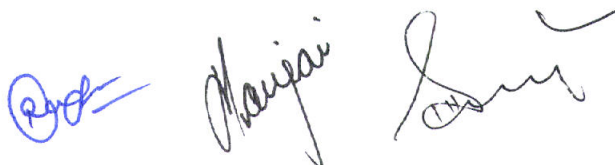
You have to bring five typed copy of the research proposal of 400-600 words on your intended research area and power point presentation (10minutes) to be presented before interview/interaction panel.

Research proposal shall be prepared as per the following guidelines;

1. Cover Page having title, candidate's name, address, e-mail id and telephone no.
2. Title page having only title of the research proposal.
3. Inside the research proposal no personal details to be provided anywhere (including Header and Footer) on the text pages.
4. The research proposal should include;
  - a) Title
  - b) Statement of the Problem
  - c) Brief and representative Review of literature//Present state of knowledge in the field
  - d) Objectives of the study
  - e) Research Methodology-Sampling, instruments used
  - f) Scope/ Rationale/Limitations of Proposed Study
  - g) Tentative chapter scheme
  - h) Bibliography

Technical Specifications of the type-script of Research Proposal:

- ✚ Paper : A4 size
- ✚ Fonts (English) Times New Roman, 12 font size, 'double' spacing  
(Hindi)Unicode/Mangle Font Size 14, 'double' spacing
- ✚ Margin : Left 35 mm, Right 20mm, Top 35mm, Bottom 20mm



\* Utmost care has been exercised in preparation of eligibility list. However, if any error is detected, the same will be rectified only after verification from records. (Mail regarding result may be addressed to the Mail id- [research@uou.ac.in](mailto:research@uou.ac.in))

**The results are provisional and subject to fulfillment of eligibility conditions and verification of the original documents as prescribed. In case, any candidate does not fulfill the eligibility criteria, his/her name shall be automatically taken off from the merit list.**

