



தமிழ்நாடு ஆசிரியர் கல்வியியல் பல்கலைக்கழகம்

TAMILNADU TEACHERS EDUCATION UNIVERSITY

(Established under Tamil Nadu Act 33 of 2008)

Gangaiamman Koil Street, Karapakkam, Chennai-600097.

Phone No. 044-28389040, 044-28389043. E-mail: registrar@tnteu.ac.in Website: www.tnteu.ac.in

No. TNTEU/R/Research Centers application/20211149 Date: 19.07.2021

Dr. V. Balakrishnan, Ph.D
Registrar i/c

To

The Principal of all Affiliated Colleges of Education

Sir/Madam,

Sub: TNTEU – Ph.D - Research Degree Programme – New / Renewal applications invited for the academic session – Jan 2022 - Reg.

Ref: DRC Committee Meeting Minutes - dated on -05.06.2021

As per the reference cited above, I am, by direction, to inform you that, the application and detailed guidelines for establishing New/Renewal research centers in the affiliated colleges for the academic session January 2022 are attached here with.

In this correction, the interested Principal of affiliated colleges are requested to submit the application along with necessary enclosures to the University on or before 17.08.2021.

This is for your kind perusal.

V. Balakrishnan
Registrar i/c 19.7.2021

Enclosures: As above



TAMILNADU TEACHERS EDUCATION UNIVERSITY
CHENNAI-600 097

Rules & Guidelines for
Granting Recognition to
New/Renewal Research
Centre in Affiliated
Colleges

RULES AND GUIDELINES FOR GRANTING RECOGNITION TO NEW RESEARCH CENTRES IN AFFILIATED COLLEGES

(The College of Education should be fulfilled all the Conditions)

Eligibility

- ❖ *The College of Education should have completed minimum of 6 years with continues affiliation in Tamilnadu Teachers Education University.*
- ❖ *The College of Education should have sufficient Endowment funds with **NCTE** and **TNTEU**.*
- ❖ *The departments of affiliated colleges (Government/ Government Aided/Self Financing) of Tamil Nadu Teachers Education University which have been offering Post graduate programmes (M.Ed.,Degree) for a minimum period of five years and being equipped with the essential facilities to offer Research Programmes are alone eligible to apply for the part-time and full-time Ph.D. Research Programmes in Education.*
- ❖ *To consider granting of recognition to conduct Ph.D. Programme, the Research Department shall have Minimum of four faculty members working as regular full time in the concerned Department with Ph.D. degree in Education and having a minimum of three years working experience in the concerned Department.*
- ❖ *The College of Education should fulfill all the regulations and norms prescribed by the NCTE/Government of Tamilnadu and TNTEU in respect of Student's admission, Eligibility, Examinations and appointment of teaching and non teaching Staff.*
- ❖ *The College of Education should appoint the qualified Principal on regular basis and required number of Staff and Librarian with necessary approval obtained from the **TNTEU**.*
- ❖ *The College of Education **shall not collect** either directly or through any of its associated trust, society etc. any **capitation fee or donation** from any of its students or employees, except the fee and other charges as prescribed by the Govt. of Tamil Nadu and TNTEU.*
- ❖ *The College of Education should pay **salary of the Staff** made through Bank transactions only, the members of the teaching and non-teaching staff shall be **regularly and fully paid** as per the pay scales prescribed by the State Government/UGC*

The College of Education should also be fulfilled other conditions mentioned in this application

GENERAL

- 1. The college shall submit fresh application for offering Research Programme to the concerned academic year and renewal of the previous year's application will not be entertained.*
- 2. Minutes of the College Committee /Governing Council shall have specific resolution for offering new Research Programmes during a particular year. If the programmes are to be offered in the subsequent year, then the college shall submit a fresh resolution of the College Committee/Governing Council for offering the Research Programmes during that particular year. The College shall also enclose evidence for having invited the University Nominee to the College Committee/ Governing Council meeting.*
- 3. The tuition fees and other fees, except those coming under the purview of the University, shall be levied from the students, as prescribed by Government from time to time.*
- 4. The eligible institutions should submit the prescribed application along with Filled-in "**Faculty Profile**" for obtaining Research Guide approval and other relevant documents including the Demand Draft for Rs, 75500/- (Non refundable) towards the Cost of application, registration and processing fee for Self financing Colleges. For Government aided institutions Rs, 25500/-(Non refundable) and Fee Waived for central or Tamil Nadu Government Institutions.*
- 5. The University shall issue the notification to Admission for Ph.D. programme can be made two times in a year – during the month of January and July. Hence, the eligible institutions should submit the applications on or before 31st May for Commencing in January session and 31st December for Commencing in July session.*
- 6. After receiving the application, the University shall constitute an Inspection Commission comprising two subject experts for inspect the available infrastructure facilities and other relevant facilities. Based on the satisfactory assessment report by the Inspection Committee on the availability and suitability of infrastructure facilities for research. Maybe the syndicate of the University ought to issue a Certificate of Recognition to the eligible Research Centre and permit to conduct the research programme.*

7. *The eligible institutions should have sufficient infrastructure facilities in the relevant area of research like Furniture, Research journals, Research related books minimum of 200 volumes, ICT laboratory, Psychology lab, Internet with INFLIBNET/DELL NET and other facilities established*
8. *At the time of issue of recognition, the management of the College should submit the DD for Rs .100000/- as recognition fee. All the Demand Draft from any nationalized bank drawn "in favour of " **The Registrar, Tamilnadu Teachers Education University, Chennai-97**"*
9. *The Management of College shall clear all the dues to the University, pending advances, etc., before grant of recognition by the University.*
10. *The recognition will be issued initially for a period of three years and it shall be renewed periodically once in three years. Every Research Centre/Post Graduate Department shall function under the senior teaching faculty of the Research Centre/Post Graduate Department in College, designated as Research Director.*
11. *An annual renewal fee of Rs.10000/- shall be paid to the University by all the approved Research Centres/Post Graduate Departments.*

GUIDELINES FOR RESEARCH GUIDES/SUPERVISORS

1. RESEARCH GUIDE/SUPERVISOR

All Full-Time and Part-Time candidates registered for Ph.D shall work under the supervision of a Research Guide. The Research Guide/Supervisor shall be drawn from University Departments/Research Centers/Post Graduate Departments affiliated to this University.

2. QUALIFICATIONS OF A RESEARCH GUIDE/SUPERVISOR

A Research Guide/Supervisor shall be an active researcher with a Ph.D in Education or higher qualification as evidenced by regular, periodical refereed publications, participation in national and international seminars, expert committees and related academic activities. Publications relating to his/her Ph.D work shall not be considered as an indication of active research.

A Research Guide/Supervisor should have a minimum of Two years of service before retirement while a candidate is registering under him/her and the Research Guide/Supervisor shall continue guide until the registered candidates submit their thesis as per the regulations of the University.

All Professors, Associate Professors and Assistant Professors with a Ph.D degree in Education regular full time working in the University Departments and Colleges of Education affiliated to this University recognized as a Research Centre who are currently engaged in research with three years of teaching/research experience (as evidenced by regular, periodical refereed publications, participation in national and international seminars, expert committees and related academic activities) are eligible to be Research Guides/Supervisors.

The Professor/Associate Professor/Assistant Professor working as Regular full time in any affiliated Self-finance Colleges of Education having the Post Graduate Department (M.Ed) and approved by the University as a Research Centre may be recognized as a Research Guide/Supervisor, provided:

- ❖ He/she should have at least three years of teaching/research experience at the M.Ed level in the same institution, where the Research Guide/ Supervisor is working.*
- ❖ He/she should have published at least two research articles in the refereed journals after the award of his/her Ph.D Degree in Education. Publications relating to his/her Ph.D work shall not be considered as research articles. Regulations for Ph.D - TNTEU 24*
- ❖ If the Research Guide/Supervisor moves/transfers from his/her working institution to another institution, the further work for completion of Ph.D programme of his/her research scholar shall be decided by the University*
- ❖ An Undertaking should be submitted for giving assurance to working minimum three years in concerned college, which is obtaining guide ship.*

PROCEDURE FOR RECOGNITION OF RESEARCH GUIDES/ SUPERVISORS

The application for recognition (Annexure-I) as a Research Guide/Supervisor by an individual shall be submitted through proper channel along with the bio-data, list of research publications, photocopies of publications, self attested photocopies of the award of research grants, etc. The application will be referred to an expert committee duly constituted by the Vice-Chancellor for the recognition of the applicant as a Research Guide/Supervisor.

1. TENURE OF RESEARCH GUIDES/SUPERVISORS

The recognition given to a Research Guide/Supervisor shall be valid till his/her retirement. If, for any reason, the Research Guide/Supervisor takes voluntary retirement from service or leaves the service or moves away from the jurisdiction of the University, his/her Guide ship shall stand cancelled. However, if substantial work had been done, then such Research Guides/Supervisors shall be permitted to complete their research commitments to the scholar already registered.

2. NUMBER OF SCHOLARS UNDER A GUIDE/SUPERVISOR

A Research Guide/Supervisor who is a Professor working on permanent basis in the University Department and Colleges of Education affiliated to this University and recognized as a Research Centre /Post Graduate Department, any given point of time, cannot guide more than three M.Phil and eight Ph.D Scholars. An Associate Professor as Research Guide/Supervisor can guide up to a maximum of two M.Phil and six Ph.D Scholars; and an Assistant Professor as Research Guide/Supervisor can guide up to a maximum of one M.Phil and four Ph.D Scholars [Note: Part-III, Section 4, The Gazette of India, Extraordinary, May 5th 2016, UGC (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degrees) Regulations, 2016; Part-III, Section 4, The Gazette of India, Extraordinary, August 27th 2018, UGC (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degrees) Regulations, 2018.]

Once a candidate has submitted the thesis, it shall be reckoned as the completion of research and the Research Guide/Supervisor shall be eligible to take another candidate as per the norms.

Application No:



TAMILNADU TEACHERS EDUCATION UNIVERSITY
CHENNAI-600 097

APPLICATION FOR GRANTING
RECOGNITION TO NEW RESEARCH
CENTRES IN AFFILIATED COLLEGES

Name of the College	
Code	
Date of Submission	

To

The Registrar,
Tamil Nadu Teachers Education University,
Gangaiamman Koil Street,
Karappakkam,
Chennai-600 097.



TAMILNADU TEACHERS EDUCATION UNIVERSITY
CHENNAI-600 097

**APPLICATION FOR GRANTING RECOGNITION TO NEW/
RENEWAL OF RESEARCH CENTRES IN AFFILIATED
COLLEGES FOR THE ACADEMIC YEAR 20 – 20**

Application for : **Fresh** **Renewal**
Course applied for : **Ph.D. Degree Programme**
Full Time: **Part Time:** **Both:**

01.	NAME AND ADDRESS OF THE INSTITUTION.									
	Name									
	Code									
	Address									
	Taluk									
	District									
	Pin Code									
	Phone Number									
	Mobile. No									
	Email .Id									
	Website									
02.	DETAILS OF THE TRUST/SOCIETY									
	Name									
	Reg.No/Date									
	Place of Registration									
	Address									
	Pin Code									
	Phone Number									
	Name of the Chairman with Mobile No.									
	Name of the Secretary with Mobile No.									

03.	Year of Establishment	
04.	Category (√ the relevant box)	Government <input type="checkbox"/> Aided <input type="checkbox"/> Self- Financing <input type="checkbox"/>
05.	Status (√ the relevant box)	Autonomous <input type="checkbox"/> Non- Autonomous <input type="checkbox"/>
06.	Status (√ the relevant box) (if minority give details)	Minority <input type="checkbox"/> Non Minority <input type="checkbox"/>
07.	Name of the PG Programme available in the College (√ the relevant box)	M.Ed <input type="checkbox"/> M.Phil <input type="checkbox"/>
08.	Year of PG Programme Started	
09.	Total Sanctioned intake/ Units(as per NCTE-2014)	
10.	No.of. Students admitted for the last three academic years	20 - 20
		20 - 20
		20 - 20
10. Details of the Principal		
Name		
Qualification		
Date of Birth & Age		
Date of Joining		
Approval No. & Date		
Aadhar No		
Official Contact.No		
Mobile .No		
Email.id		

11. Details of Faculty Members having Ph.D., in Education		
	Guide-I	Guide-II
Name		
Qualification		
Date of Birth & Age		
Date of Joining		
Date of Retirement		
Approval No. & Date		
No. of publication after award of Ph.D. Degree		
Aadhar No		
Official Contact.No		
Mobile .No		
Email.id		
	Guide-III	Guide-IV
Name		
Qualification		
Date of Birth & Age		
Date of Joining		
Date of Retirement		
Approval No. & Date		
No. of publication after award of Ph.D. Degree		
Aadhar No		
Official Contact.No		
Mobile .No		
Email.id		

(Note: If need separate sheets al so be used)

12. Whether the College appointed Qualified Librarian (If yes give Details)				
Name				
Qualification				
Date of Birth & Age				
Date of Joining				
Aadhar No				
Official Contact.No				
Mobile .No				
Email.id				
13.	BUILDING DETAILS	DESCRIPTIVE REMARKS WHEREVER NECESSARY		
a.	Whether the College is Located in Permanent / Temporary Building			
b.	Whether the existing building facilities are adequate for the proposed new research Programme(s) (✓ the relevant box) (Mention Total Area in Sq.mts) **	Yes	No	Remarks
c.	Building Plan (Enclose a copy)			
d.	Building Stability Certificate (Enclose a copy)			
e.	Building Completion Certificate (Enclose a copy)			
f.	Building License for Current Period (Enclose a copy)			
14.	Details of Financial Status			
I.	State whether the Educational institution has adequate Financial Resources (If yes give Details-Copy of the Latest Audit Statement Should be enclosed)	YES/NO		
		Account Number:		
		Bank Name :		
		Place:		
II.	State whether the College paid the Salary to the Staff through Bank Transactions	YES/NO (If yes give Details- Copy of Bank Account Statement Should be enclosed)		

** Ensure a minimum of 20 Sq. ft. per research scholar

15.	Details of Library	DESCRIPTIVE REMARKS WHEREVER NECESSARY
a.	Area of Library (in Sq.mts)	
b.	Seating Capacity of the Library	
c.	Books available –Number of Volumes	
d.	Books available –Number of Titles	
e.	Journals available	
	(a) No. of .Regional	
	(b) No. of .National	
	(c) No. of .International	
f.	Digital Library Facility	YES / NO
g.	Document Scanning Facility	YES / NO
h.	Document Printing Facility	YES / NO
i.	Internet	YES / NO
j.	Multimedia Facilities	YES / NO
16.	Details of Computer Lab Facilities	DESCRIPTIVE REMARKS WHEREVER NECESSARY
a.	No.of. Computers-For Scholars	
b.	Multimedia Computers – Library/ Internet Surfing in Reading Room	
c.	Computers – for Faculty Members	
d.	Computers – For Admin Office	
e.	Printers	
f.	Internet Facility Website address	
g.	Number of UPS	
h.	Internet with INFLIBNET/DELL NET	
i.	No. of Computer Tables	
j.	No. of Computer Chairs	
k.	Air Conditioners	YES / NO
l.	Central Xerox Facility	YES / NO
m.	Computer Specifications (General, in brief)	
n.	Others if any	

17.	LABORATORY FACILITIES		DESCRIPTIVE REMARKS WHEREVER NECESSARY(Sufficient/Not Sufficient)	
	Name of the Lab	Area	Equipments Available <i>(List should be enclosed)</i>	Remarks
a.	<i>Educational Technology Lab</i>			
b.	<i>Psychology Lab</i>			
c.	<i>Language Lab</i>			
d.	<i>Physical Science Lab</i>			
e.	<i>Biological Science Lab</i>			
f.	<i>Any other Laboratories</i>			

** List of Instruments / Equipments to be enclosed*

Declaration and Undertaking

We hereby declare that the particulars furnished above are correct and that new research programme(s) will not be started without getting recognition from the University.

We undertake to state that the College has provided all necessary infrastructures for all the existing research programme(s) and will provide the necessary facilities required for the proposed new programme(s) before commencing the research programme

We declare that the Management will not insist the students or their parents to make donations to the College or any Trust as a pre-requisite for admission to the research programmes. Further the Government of TamilNadu prescribed fee will only be collected and any other / extra fee will not be collected.

Date:
Place

Signature of the Secretary
/Correspondent with seal

Signature of the
Principal with seal

DOCUMENTS TO BE ENCLOSED ALONG WITH THE APPLICATION		Whether enclosed (Yes or No)
1.	First order issued by the NCTE to M.Ed. Course.	
2.	Revised order as per NCTE-2014 Norms - M.Ed. Course	
3.	Copy of 1 st Affiliation Order issued by TNTEU	
4.	Copy of Continuous of Provisional Affiliation Order issued by TNTEU-Upto Current Periods	
5.	Copy of the Accreditation (minimum at B level) Certificate issued by the NAAC.	
6.	Irrevocable Trust/Society/Section 25 Company Registration Deed/Bye Laws/Memorandum of Association and Articles of Association of the Management of the College.-Trust Deed	
7.	Trust Minutes for Starting New Research Programme	
8.	Land document for verifying lands exclusively earmarked by the college along with the Deed must be enclosed.	
9.	Latest Encumbrance Certificate for Land.	
10.	Topographical Sketch of the land along with surrounding area with Survey Nos. signed by Village Administrative Officer (College land should be colored in the sketch)	
11.	Land Use Certificate from Collector / Tahsildar	
12.	Land Continuity Certificate issued by VAO	
13.	Legal Opinion from not below the rank of the Government Pleader on the ownership of land and extent of coverage in Rs 100 Stamp paper	
14.	Building plan (Blue Print) approved by the Authorities viz.: CMDA/Town and Country Planning after payment of infrastructure and amenities charges (proposed college name and survey number should be stated).	
15.	Building Completion Certificate issued by competent authority.	
16.	Building License issued by Tahsildar. (To be renewed for every 3 years)	
17.	Structural Soundness Certificate for the current Period issued by the PWD Engineer, not below the rank of EE	
18.	Sanitary Certificate issued by competent authority.(To be renewed for every year)	
19.	Fire Prevention Certificate/NOC Certificate from the competent authority regarding safety measures provided for fire prevention and fire fighting	
20.	Sketch showing the Class Room / Lab Arrangements.	
21.	List of Teaching Office Equipment / proposed to purchase [Duplicating, Xeroxing Facilities, Electronics Boards, TV / VCR / VCP etc]	
22.	List of Teaching Aids – Hardware and Software	
23.	A notarized undertaking in Rs.100 stamp paper duly signed by the Principal and the authorized signatory of the Trust is to be enclosed.	