

Responsibilities of the Supervisor/s

- should use time productively
- should provide necessary guidance for research project
- should maintain regular contact with the student
- should meet and discuss the student at least 1 hour a week. This record should be maintained and handed over to the Head of the respective department
- should collect written work and return such work with constructive criticism in reasonable time.
- should arrange for alternative supervision during periods of leave
- should submit supervisor's feedback reports on the student's progress monthly
- should confirm it in order and certify the research project report
- should guide to prepare presentation

If there is any conflict of interest with the student, he/she should inform the respective department.

Responsibilities of the Student

- Should be prepared to convince the supervisor that he/ she is highly motivated, capable of working on his/her own, and have a sincere interest in his/her proposed work.
- Should meet and discuss the supervisor at least 1 hour a week and maintain a record
- Should submit written work and get it back with supervisor's suggestions timely
- Should maintain the standards at the work according to the time work plan.
- Should submit progress reports to supervisor/s timely and get certified.
- Should submit research Project report on or before stipulated time.