

UNIVERSITY OF NORTH BENGAL

Accredited by NAAC with Grade B⁺⁺

Dr. Samar Kumar Biswas
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Dated : 13.08.2026

To

The Principals'/Teachers'-in-Charge/Officers'-in-Charge
of all Colleges affiliated with University of North Bengal,
The Head, Department of Tea Science, OSD, Centre for Innovative Studies, NBU.

Subject: *Guidelines for pursuing Four-year Undergraduate Program with Honours with Research*

Sir/Madam,

- 1) A student, after successfully completing the U. G. fourth-year (Semester VII & VIII) either with Honours or Honours with Research will be eligible for admission to one-year master's program.
- 2) A student, after successfully completing the U. G. 1st to 6th semesters will be eligible for admission to two-year master's program in their Major subject.
- 3) **Undergraduate Colleges affiliated to the University of North Bengal**
In accordance with the UGC Curriculum and Credit Framework for Undergraduate Programmes, the applicable UGC Guidelines relating to Research Internship/Undergraduate Research, and the academic requirements prescribed by the University of North Bengal, all Colleges affiliated to the University conducting, or intending to conduct, the Honours with Research Programme in Semesters VII and VIII shall strictly comply with the following requirements:

1. Four-Year Undergraduate Programme

- 1.1. The Honours with Research Programme shall form part of the Four-Year Undergraduate Degree Programme.
- 1.2. The research component shall be undertaken principally in Semester VIII, in accordance with the curriculum and credit structure prescribed by the University.
- 1.3. The syllabi prescribed by the respective Board of Undergraduate Studies, University of North Bengal, for the concerned subject shall include appropriate credits for Research Methodology, Research Tools and Techniques, Research Ability Enhancement and other related components, as applicable.
- 1.4. The curriculum for the Honours with Research Programme shall include the prescribed credits for the Dissertation/Thesis/Research Project, which shall constitute an essential component of the Honours with Research degree.

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2. Research Work in Semester VIII

2.1. Colleges conducting the Honours with Research Programme shall ensure that the Research Project/Dissertation/Thesis undertaken by the student is carried out in accordance with the prescribed academic requirements and involves 360 hours of research work during Semester VIII, as stipulated in the applicable UGC Guidelines.

2.2. The student shall be required to submit the prescribed Research Project/Dissertation/Thesis and shall undergo a Viva-Voce as part of the evaluation process.

2.3. The College shall ensure that adequate time, academic guidance and institutional facilities are made available to enable the student to complete the prescribed research work within the stipulated period.

3. Research Supervision and Mentoring

3.1 At least two permanent faculty members under substantive capacity having Ph.D.

3.2. A College offering the Honours with Research Programme shall have the capacity to provide appropriate research supervision, mentoring and academic guidance to students undertaking research.

3.3. Each student undertaking the Research Project/Dissertation/Thesis shall be assigned an eligible Research Supervisor having appropriate academic qualifications and subject expertise, in accordance with the applicable UGC and University norms.

3.4. The Research Supervisor shall be responsible for providing appropriate academic guidance and monitoring the progress of the student's research work.

3.5. The College shall ensure that appropriate certification regarding the originality of the research work and compliance with academic integrity and plagiarism norms is obtained in accordance with the rules prescribed by the University.

4. Research Infrastructure and Academic Facilities

The College shall have adequate infrastructure and academic resources appropriate to the concerned discipline, including, wherever applicable:

- adequate Library facilities and access to relevant e-resources, journals and databases;
- adequate Computer and Internet facilities;
- requisite Laboratory facilities, wherever applicable;
- appropriate Research Tools, Software and other technological resources;
- facilities required for data collection, processing and analysis; and

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f. other discipline-specific research facilities and resources necessary for undertaking and supervising undergraduate research.

The Honours with Research Programme shall not be treated merely as an extension of the fourth year of the Undergraduate Programme; it shall involve genuine, supervised and structured undergraduate research supported by adequate academic and research facilities.

5. Research Methodology and Research Training

5.1. Students admitted to the Honours with Research Programme shall receive appropriate academic preparation in Research Methodology, Research Tools and Techniques, Research Ethics and Research Ability Enhancement, as prescribed in the curriculum of the University.

5.2. The concerned College shall ensure that students are adequately equipped with the methodological and technical skills required to undertake the Research Project/Dissertation/Thesis.

6. Evaluation of the Research Project/Dissertation/Thesis

6.1. The Research Project/Dissertation/Thesis shall be evaluated in accordance with the examination regulations and procedures prescribed by the University.

6.2. The evaluation shall, as applicable, include:

- a. submission of the Research Project/Dissertation/Thesis;
- b. assessment of the quality, originality and academic/research merit of the work;
- c. presentation of the research work; and
- d. Viva-Voce.

6.3. The Viva-Voce shall be conducted in accordance with the University's examination structure and shall include both an Internal and an External Examiner, as prescribed.

7. Faculty Requirements

7.1. The concerned Department shall have adequate qualified permanent faculty members capable of undertaking and supervising undergraduate research.

7.2. For the purpose of maintaining appropriate academic and research standards, the University shall require the concerned Department to have at least two permanent Ph.D.-qualified faculty members in the concerned/relevant discipline, subject to the applicable UGC norms and University requirements.

7.3. The availability of eligible Research Supervisors shall be commensurate with the number of students admitted to the Honours with Research Programme and the permissible supervisory load.

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7.4. The College shall ensure that students are assigned Research Supervisors having appropriate subject expertise and that the quality of research supervision is not compromised on account of excessive supervisory load.

8. Inspection, Verification and Approval

8.1. The University shall have the right to inspect and/or verify, from time to time, the availability and adequacy of the faculty, research supervisors, infrastructure, research facilities and other requirements prescribed for conducting the Honours with Research Programme.

8.2. The University may undertake such inspection through the appropriate authority/committee constituted for the purpose.

8.3. If, upon inspection or verification, a College is found to be deficient in any of the prescribed requirements, the University may direct the College to rectify such deficiencies within the period specified by the University.

8.4. In the event of continued or substantial non-compliance, the University shall have the authority to withhold permission for further admission to the Honours with Research Programme and/or withdraw the permission to conduct the programme, in accordance with the applicable University rules and procedures.

9. Eligibility of Students

9.1. A student intending to pursue the Honours with Research Programme in Semesters VII and VIII shall fulfil the eligibility criteria prescribed by the UGC and the University.

9.2. In accordance with the applicable UGC framework, a student shall be required to have secured an overall minimum of 75% marks in the first six semesters to be eligible to opt for/undertake the Honours with Research Programme in Semesters VII and VIII.

9.3. The College shall verify the student's eligibility on the basis of the official academic record before permitting admission to the Honours with Research stream.

9.4. No student who does not satisfy the prescribed eligibility criteria shall be permitted by the College to undertake the Honours with Research Programme.

10. Declaration by Colleges

10.1. At the commencement of each academic session for Semesters VII and VIII, every College conducting the Honours with Research Programme shall submit a duly signed Declaration of Compliance to the Inspector of Colleges, University of North Bengal.

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10.2. The Declaration shall certify that the College has, for the relevant academic session, the requisite:

- qualified permanent faculty;
- eligible Research Supervisors;
- library and e-resource facilities;
- research infrastructure;
- laboratory/computer facilities, wherever applicable;
- research tools and software;
- facilities for data collection and analysis; and
- other academic and research facilities prescribed by the University.

10.3. The Principal shall certify that the information furnished in the Declaration is true, complete and correct and that the College is in a position to conduct the Honours with Research Programme in accordance with the UGC Guidelines and the rules, regulations and directions of the University.

10.4. The submission of such Declaration shall not preclude the University from subsequently inspecting or verifying the facilities and requirements declared by the College.

11. Responsibility of the Principal/Teacher In-Charge/ Officer-In-Charge

The Principal of the College shall be responsible for ensuring strict compliance with these requirements and for ensuring that no student is admitted to or permitted to undertake the Honours with Research Programme unless the student and the College fulfil all applicable eligibility and institutional requirements.

12. Strict Compliance

All Principals are hereby directed to ensure strict compliance with the above requirements. Any deviation, incorrect declaration, admission of ineligible students or failure to maintain the prescribed academic/research facilities shall be viewed seriously and may invite appropriate action by the University in accordance with its rules and regulations.

These guidelines shall be read in conjunction with the applicable UGC Regulations/Guidelines, the Curriculum and Credit Framework for Undergraduate Programmes, the Research Internship/Undergraduate Research Guidelines, and the Ordinances, Regulations, Rules and directions of the University of North Bengal, as amended from time to time.

Thanking you.

Yours faithfully,

Registrar (Additional Charge)
University of North Bengal

Copy for information to:

- 1) Joint Registrar, University of North Bengal.
- 2) Controller of Examinations (Additional Charge), University of North Bengal.
- 3) Principal Secretary, Undergraduate Council, University of North Bengal.
- 4) Principal Secretary, Faculty Council for P. G. Studies in Science, University of North Bengal.
- 5) Secretary, Faculty Council for P. G. Studies in Arts, Commerce & Law, University of North Bengal.
- 6) Assistant Controller of Examinations, University of North Bengal.