

SAVITRIBAI PHULE PUNE UNIVERSITY PUNE



FACULTY OF INTERDISCIPLINARY STUDIES (EDUCATION)

GUIDELINES FOR THE PRINCIPAL / CO-ORDINATOR

FOR M.ED. VIVA-VOCE 2016-2018

- As per the provision made in **R 6.0 Dissertation Part III - Report writing and viva voce** of M.Ed. revised (2015) syllabus the Viva voce is an external assesment part. To make transparent evaluation, herewith the rules, guidelines and formats for concerned Principals and coordinators are as follow.
- Viva voce of those students will be conducted who are guided by P.G. recognized teachers or approved teacher appointed for M.Ed.
- Viva voce of those students will not be conducted who are guided by other than the said teachers.
- At the time of viva voce and submission of mark-lists, the P.G. recognition letters and approval of the guides should be provided. Otherwise the mark-lists will not be accepted.
- A qualified Teacher could guide to maximum seven students in all.
- Viva voce for the M.Ed. students should be conducted during given schedule only.
- A copy of research report should be sent to the concern external examiner at least three days before the date of Viva voce.
- A pair of internal and external examiner will conduct a viva-voce of 4 to 5 students.
- Allow the candidate to present the research work within 15 to 20 minutes and discussion to 10 to 15 minutes.
- The candidale should be evaluted by internal and external examiner separately.
- The envelope of mark lists should be sealed separately by internal and external examiner.
- Submit the sealed envelopes to the chairman of the M.Ed. viva voce within 36 hours from the date of Viva voce.
- Attach the attendance report (present and absent numbers for viva voce) to the covering letter for submission.
- Use only the provided formats (Part I and Part II) of mark sheet for the entries.
- The college has to prepare hard copy of all the researches of students and shall be submitted to chairman at the time of submission of sealed mark lists.

- The dates for Viva-voce will be communicated to the concerns in due course.
- Printing of the dissertation should be on both sides of the page.(Back to back)
- The viva of old students a M.Ed course can be arranged during the same period. All Colleges are requested to inform the details of viva of old students to M.Ed. Viva chairman Dr. Nisha Valvi, Department of Education and Extension Savitribai Phule Pune University,Pune.
- The duration of M.Ed. Viva will be from 2nd April to 7th April 2018.

