

MASTER OF PHARMACY



PROGRAM

RULES & REGULATIONS

under

Choice Based Credit System with Grading System of Evaluation

(Effective from Academic Year 2015-2016)

FACULTY OF PHARMACY

OSMANIA UNIVERSITY

HYDERABAD – 500 007

INTRODUCTION

The operationalization of Liberalization, Privatization and Globalization in the country has brought new opportunities and challenges in all areas of human endeavor including education. To make use of these opportunities effectively there is an immediate requirement for the revision of curriculum both at undergraduate and postgraduate level to incorporate the changes and additions to take care of the challenges posed by the new developments and advances in science and technology. Reviewing and updating of the curriculum is the essential ingredient of any vibrant university academic system. The present structure of pharmacy education is catering to the manpower needs of R & D and Industry, unlike the western countries that meet the requirements of pharmacy practice of clinical, community and hospital pharmacy. The Pharmacy Education, Research and Profession are facing a considerable challenge due to globalization of trade and services. It is expected that the academic bodies should develop appropriate strategies to strengthen the institutions and make them to remain competitive through innovative practices in education and research. The main focus of the program is highly purposive, innovative, which sets the pace for workable reforms adopted through CBCS in higher education that is more suitable and relevant to National and International demands and needs. The academic program that enriched with interdisciplinary approach shall become more attractive, flexible and marketable. The new revised curriculum is aimed to be compatible in tune with the recent developments in pharmacy education and research especially from other competitive disciplines such as chemistry, biotechnology and chemical engineering. This may allow innovative concepts to provide multidisciplinary profile by initiating new papers to cater to frontier developments in the concerned discipline. To meet the needs of society and to enhance the quality and standards of pharmacy education, updating and restructuring of the curriculum must be continued as a perpetual process. The new innovative courses formulated under SAIL in response to the pharmacy curriculum revisions based upon the growing awareness of the influence of ICT use and to remain competitive in a globalizing world by creating an active learning environment in order to build intellectual capital for societal needs.

This program is likely to train new generation scientists to explore the much needed knowledge on new developments in the drug discovery, drug delivery and drug development. In addition to this the development of character, knowledge, life-coping skills, professional advancement, ethics and values are to be the integral part of restructuring of educational programs. To establish a knowledge society of lifelong learning progression encompasses of learning to know, learning to do, learning to practice, learning to care, learning to be and become a perfect professional.

In this regard we have a specific Vision and Mission for the development of Pharmacy Curriculum based on the PCI and AICTE norms.

VISION:

To ensure the curriculum will meet the standards of pharmacy education in countries with advanced health care systems to improve the quality and standards of pharmaceutical services and also to meet the requirements of Research & Development and demands of Industry.

MISSION:

"To pursue and disseminate pharmaceutical knowledge and also to impart skills through quality teaching, research and service development aimed at improving the health standards of a"

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OBJECTIVES:

The objectives of the Post-Graduate Programs in Pharmacy at the Osmania University are:

- To make instruction more broad-based at par with global standards and ensure high level of performance in teaching, research and practice;
- To improve the scientific and technical manpower of the highest quality to cater the needs of the growth sectors of economy in general and industry in specific;
- To provide a deep understanding of the area of specialization in the context of the professional needs of the community and the national priorities in the health and pharmacy sector and take them into account while planning professional strategies;
- To deliver a paradigm shift in the national education policy seeking to bridge an increasing gap between qualification and employability.
- To play the assigned role in the implementation of National Health Policy, National Drug Policy etc. effectively and responsibly;
- To demonstrate competence in basic concepts of research methodology and be able to critically analyze relevant published research literature;
- To use educational methods and techniques as applicable to the teaching of pharmacy students and other health professionals;
- To learn continually and also interact with inter and multidisciplinary groups;
- To empower the students and help them in their pursuit for achieving overall excellence;
- To develop the students with a capability at the end of PG program for:
 - Free and Objective Enquiry;
 - Innovative Ability to solve New Problems
 - Courage and Integrity in Practicing the Profession Ethically
 - Awareness and Sensitivity to the Needs and Aspirations of Society
 - Skills as a self-directed learner, and function as an effective leader of a health team engaged in health care, research or training.

With these objectives in mind, the postgraduate programs are designed to include courses of study, seminars and research project/dissertation through which a student may develop his/her new research and innovative concepts and intellectual skills.

Keeping in view the general objectives of postgraduate training, each discipline shall aim at development of specific competencies which shall be defined and spelt out in clear terms. Each department shall produce a statement and bring it to the notice of the trainees in the beginning of the program so that he can direct the efforts towards the attainment of these competencies.

The procedures and requirements stated in this manual embody the philosophy of the postgraduate education and ensure a high standard of performance at the Institute.

To ensure uniformity and quality in higher education system under CBCS of post graduate program including duration of study, this manual depicts the details of eligibility criteria for admissions, interpretation and weightage of credits among courses, mode of instruction, standardization of examination, grading system of evaluation and other related aspects.

The following academic rules and regulations are recommended.

RULES AND REGULATIONS UNDER CBCS (Effective from Academic Year 2015 – 2016)

All the Rules and Regulations, hereinafter, specified for Post Graduate Programs in Pharmacy of Osmania University should be read as a whole for the purpose of interpretation. These Rules and Regulations can change any or all parts on the recommendation of the Standing Committee of Senate/Faculty/BoS, at any time considered appropriate by the Senate.

ELIGIBILITY FOR ADMISSION

1. All the applicants for the M. Pharm (Regular) Program should have passed the B. Pharm Degree examination of Osmania University or any other examination recognized by the Osmania University as equivalent thereto and passed the Graduate Pharmacy Aptitude Test (GPAT) / PGECET of Telangana State and selected strictly on the basis of merit.

Vacancies remaining after allotment of seats to GPAT qualified candidates are open to candidates who have passed the B. Pharm Degree examination of Osmania University or any other examination equivalent thereto with minimum 55% aggregate marks and passed the entrance examination as prescribed by the Osmania University.

The University may decide to restrict admission in any particular year to candidates having the subset of qualifications prescribed at the time of admission.

FOR CONVENER CATEGORY

2. The candidates will be admitted strictly in accordance with the merit secured at the GPAT/PGECET of Telangana State keeping in view the rules in force regarding the reservation of seats to various categories of candidates.

No admission/ readmission/ promotions to be made after four weeks of the commencement of instruction in the semester. In case there are any court cases consequent on which the Convener of admissions is compelled to admit any one after the announced last date of admissions, the admission (seat) of such a student is reserved for the subsequent year on a supernumerary basis.

FOR SPONSORED CATEGORY

3. i) No employee shall be admitted to master of pharmacy course unless he/she produces proof of having taken leave for the total period of the course
ii) Employees of Research/Industrial/Academic establishments situated under the local area category of Osmania University, with at least 2 years of experience after B. Pharm degree eligible for admission to the M. Pharm degree course, provided they are sponsored by the establishment and they pass B. Pharm and having 55% Marks and the PGECET/GPAT as required by the regular candidates as prescribed by the University, the total number of such candidates admitted shall be as approved by the AICTE.

FOR MANAGEMENT CATEGORY IN AFFILIATED COLLEGES

4. Adhere to the rules and regulations prescribed by the Government of Telangana State from time to time and also to obtain the approval of Convener, Admissions of the State and Director of Admissions of Osmania University in concurrence with TSCHE guidelines.

RESPONSIBILITY OF ADMITTED CANDIDATES

6. Candidates shall be admitted only under 'Full-Time' basis. He/she should be available in the departments during the entire duration of working hours (From Morning to Evening) for the curricular, co-curricular and extra-curricular activities.
7. The candidates should not attend any other Full-time Program(s)/Course(s) or take up any Full-Time Job. In any Institution/Company during the period of program.
8. The admitted students need to adhere the code of ethics and norms of the program and as well as institution. Violation of the rules and regulations will result in cancellation of admission.

ACADEMIC PROGRAMS

9. All the Post Graduate degree programs offered by the University are structured and their academic requirements are spelt out by the number of course credits. Programs are designed in such a way that a student will be able to finish the program in a stipulated number of semesters.
10. The four semesters M. Pharm (Regular) Programs offered by the Osmania University under the Faculty of Pharmacy are M. Pharm with Specialization in Specific Disciplines / Subjects as indicated in Scheme of Instructions as approved by the Board of Studies and Faculty are only being offered by the affiliated colleges of Osmania University from time to time.

No.	Program with Specialization	Program Code
1.	M.Pharm (Pharmaceutical Chemistry)	884
2.	M.Pharm (Pharmaceutical Analysis)	885
3.	M.Pharm (Pharmaceutics)	886
4.	M.Pharm (Pharmacology)	887
5.	M.Pharm (Pharmacognosy)	888
6.	M.Pharm (Pharmacy Practice)	889
7.	M.Pharm (Pharmaceutical Biotechnology)	
8.	M.Pharm (Pharmaco Informatics)	
9.	M.Pharm (Regulatory Affairs)	

Note: The New Programs will be added from time to time with the University Approval.

11. A program wise catalogues along with program structure should be prepared in detail for all the academic programs offered by the University / Institution. Each catalogue should contain other details like course wise choices available, syllabi, learning objectives & outcomes and workload (Hours of instruction for Lecture/Tutorial/Practical), expressed in terms of credits. In addition to the above it should furnish the pre-requisites and the instructor who is offering the course and the time slot may be made available in the University/Institutional website/time-table displayed on notice board of the Department / College. The course will be offered once depending upon the availability of faculty and resources.
12. With due approval of the University authorities, external faculty / agency / industry may also be permitted to offer Non-CGPA courses. The Academic Coordinator shall review the course content and assign appropriate credits and recommend the same to the BoS and Faculty for approval.

ATTRIBUTES AND DURATION OF THE PROGRAMS

13. A Post-Graduate Attributes as follows:

- i. Acquire the advanced knowledge and skills.
- ii. Understand the subject critically, demonstrate mastery and innovation.
- iii. Able to complete substantial research & dissertation.

14. The New Academic Policy under CBCS facilitates integral/holistic development of the students and fulfils the Objectives of the Program and University including value inculcation and service to humanity. Every student should successfully complete a minimum of mandatory Non-CGPA credits for award of degree by successfully completing the programs / trainings in the areas of choice of the students from among those approved by the Department.

15. The each course of the program defines Learning Objectives and Learning Outcomes.

16. The normal duration of the program is Two Academic Years (4 semesters). In each of the first two semesters, there shall be course work comprising of

Instruction - 15 Weeks minimum and Examination - 2 Weeks minimum

The third & fourth semester shall be exclusively for dissertation work. However, the dissertation work shall be allotted by the end of second semester.

The teaching contact hours per Semester is in the range of 450 – 500 hours out of 600 hours not exceeding 1800 hours for whole course of two years and the remaining hours are allocated for Co and Extra-curricular activities for holistic development of student.

17. Candidates who fail to fulfill all the requirements for the award of the degree as specified hereinafter within 4 Yrs from the time of admission, will forfeit his or her seat in the course.

- a) No candidate shall be allowed to put in attendance or appear at examination for different degrees and different faculties at one and the same time.
- b) Every student shall attend seminars, conferences, and guest lectures during academic year as prescribed by the Department and not absent him/herself without prior permission.

MIGRATION / TRANSFER

18. Migration/Transfer of students undergoing any Post Graduate degree course shall not be permitted by any institution affiliated to a university or any authority and shall be governed by the policy of the Pharmacy Council of India in this regard.

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19. The University at the commencement of the course shall notify the duration of the program of instructions, examinations and vacation.

The Academic Year is as follows:

- 180 Working Days per Year/ 90 Working Days per Semester
- 30 Weeks of Class Room Teaching in a Year/15 Weeks of Instruction per Semester
- 52 weeks in a year to include
 - i. 12-14 Weeks are allocated for Admission and Examination
 - ii. 6 - 8 Weeks for Vacation
 - iii. 2 Weeks for Public Holidays

The Academic Schedule shall be notified by the university at the start of each Academic Year.

INSTRUCTION

20. The Medium of Instruction is English and the Semester System of Education shall be followed across the Osmania University and its affiliated colleges at Post Graduate level.
21. All PG programs offered under Faculty of Pharmacy shall have structural commonality and the common courses shall be offered together, irrespective of the ultimate degree to be awarded, to provide easy professional linkage, communication and group activity.
22. A student admitted to a PG Program shall study to earn credits specified in the course structure.
23. Faculty Mentoring System is a special feature in this Scheme of Instruction. Each student is assigned to a Faculty member who will act as a mentor during the campus life of the student in all relevant academic matters. Students should make use of this facility to their best advantage. The student is advised to draw up a plan of study in consultation with the Mentor.
24. The Instruction of the Program will be organized around the Choice Based Credit System (CBCS). Each course will have a certain number of credits which will describe its weightage.
25. The minimum credit requirement for Master's Degree is 80 – 96 Valid Credits enumerated under CGPA for a Professional Program including a minimum of 48 credits of course work and balance credits of the dissertation / project work.
26. Any student who desires to be part of holistic development obtain mandatory Non-CGPA credits at any point of time during regular course of study.
27. An Academic Coordinator to be appointed by the Head of the Department to help the students in planning their courses of study and general advice on the academic program throughout the period of study and also needs to maintain all records pertaining to his function.
28. The Academic Coordinator need to sensitize the students on rules and regulations of M.Pharm Program and shall advise the students in regard to the minimum and the maximum number of total credits required for PG Program and Credits to be acquired in the context of his/her past performance, backlog of courses, SGPA/CGPA. Further he is also required to guide and counsel on choice of courses of individual interest and employment potentiality.
29. The Academic Coordinator is responsible for analyzing the performance of the students of the class after each test and finding the ways and means of improving the students' performance.
30. A purposeful networking between the professional domain and educational domain shall be established through Industry-Institute Interaction Linkages.
31. The department / institute shall provide orientation on course of studies based on individual needs, and flexible curriculum requirements, availability of facilities and faculty resources.
32. The Courses are divided into three domains
 - i. Core (Minimum - 60%) – To be Delivered through Formal Mode Only
 - o To be offered in Every Semester.
 - o Unique to the Program and to be compulsorily studied - essential requirement to complete or earn the degree in a said discipline of study.
 - o Core courses may consists of some common or limited subjects / papers, which include Program Specific and Discipline Specific core courses.

- Program Specific core courses are essential and common to all disciplines or specializations offered under that Faculty / Department
- Discipline Specific core courses are limited and open to certain disciplines or specializations of Post Graduate Program.
- This may enable for strong professional bonding and facilitate all innovations possible and workable.
- ii. Elective (Minimum - 20%) – To be Delivered through Formal and Non-Formal Mode
 - Depending upon the aptitude, interest and future plans a Post Graduate student may choose an elective of choice among the approved courses offered by any of the Department of Faculty of Pharmacy of the University/Affiliated Institutions.
 - Elective Course is offered to Nurture Student's Proficiency/Skill and can be **Chosen from a Pool of Papers** through option of Specificity and Choice or It may be
 - a) Discipline Centric - Specific
 - Supportive to the Discipline of Study or Providing an Expanded Scope
 - b) Interdisciplinary - Specific
 - Facilitating an Acquaintance with Allied Discipline/Domain of Relevance
 - c) Open Stream/Option - Choice
 - Enabling an Exposure among other Disciplines/Domains of Relevance
- iii. Foundation (Maximum - 20%) – To be Delivered through Formal or Non-Formal Mode
 - a) Compulsory Foundation - Knowledge / Skill Enhancement - Specific
 - b) Generic Foundation - Value-based + Man-Making Education - Choice

Note: Compulsory Foundation Courses - Mandatory for All Disciplines/Specializations and such courses are offered by specific program based Departments

33. A SAIL (Self Access Interactive Learning) course is being offered as Non-CGPA credit course can be treated as an add-on (elective/foundation) course and are designed to acquire a special / advanced knowledge, such as to supplement the regular course of study / support study to a project work. A candidate need to fulfil the mandatory requirements and may opt for such a course on his own with an advisory support by a teacher in a self-directed learning mode.
34. A student will have a choice of selecting an Elective as well as Foundation courses (Except Mandatory) from a pool of courses. She/he will have a choice of selecting such courses from the same department/faculty or the other department/faculty depending upon his/her interest, need, long term goals and also feasibility in terms of available expertise and infrastructure.
35. A student can exercise the option to decide his/her own pace of learning-slow, normal or accelerated plan and sequence his/her choice of courses among add-on disciplines and may venture out to acquire extra credits for upgradation of knowledge or proficiency.
36. The training of PG students shall involve learning experience 'derived from' or 'targeted to' the needs of the profession and community.
37. The Curriculum and Syllabi of all the P.G. Programs shall be approved by the Academic Statutory Bodies of the Osmania University.

REGISTRATION OF COURSES

38. Each course (Core/Elective/Foundation/Non-CGPA) offered under CBCS is enlisted in the appropriate department provided with a unique course code representing the faculty (two alphabets), level (two digits), program (three digits), semester (one digit), course title (one digit) and mode of instruction (One Alphabet).
39. Under CBCS every student need to register for a set of *Courses (5 - 6)* in each *Semester*, with the average of total number of *Credits* being limited for a program by considering the permissible *weekly Contact Hours (Typically: 30 Hours/Week)*;
- Registration Process**
Depending upon the availability of courses in each semester every student must register for the courses in a prescribed form (triplicate) duly signed by the candidate, designated Student Advisor/Counselor/Mentor and the Head of Department (within the deadline notified in the academic calendar). Student have an option to choose the electives and Non-CGPA courses. Late registration may be allowed up to 2 weeks after the commencement of the semester. The student should meet the criteria of prerequisites wherever required to become eligible to register for that particular course. Further the registration will be either first come first or merit in specified qualification basis. *The University/Institution reserves the right to cancel any course limited for choice due to insufficient registration (Less than 10) and to phase out any program for lack of demand.*
 - Enrollment Limit**
A student shall be permitted to register a minimum of 20 Credits and a maximum of 28 Credits per semester with an average of 24 Credits generally with maximum acceptable limit of contact hours. They have the flexibility to drop or add credits to the extent of 20% total average credits (4 Credits) of the respective semester within two weeks of registration among optional elective courses/non-CGPA credit courses. The maximum students to be registered in each course shall depend upon the available physical facilities and faculty.
 - Policies and Procedure for Dropping or Adding of Courses**
Withdrawal from a course shall be permitted up to 2 weeks from the date of registration. After registration, a student can drop a choice opted earlier and can substitute it by another choice based course with the consent of the Student Advisor and the Head of Department before the deadline for the withdrawal of the courses. Provided withdrawal from a course will not be permitted for those who undergo late registration.
 - Repetition of Courses**
Registration for repeat courses is allowed in excess of enrollment limit not exceeding 30 Credits in a Semester. Repetition of course is permitted only to pass the course as a pre requisite for promotion to next level of study not for the purpose of improving the grade.
 - Auditing of Courses**
Students are permitted to register the courses outside the prescribed limit by attending the classes of a specific course to enrich the knowledge by paying audit fee for which no credit is awarded, as it enables the non-submission of assignments, not taking any exams and not receives any evaluation, then it is declared as audit course in the transcript card.

40. The Choice / Option exists for registration among Open or Discipline Specific Elective and Foundation (Mandatory Non-CGPA) Courses only within 2 Weeks of the commencement of the next semester to Specific Degree Program.
41. There will be Non-CGPA credits mandatorily to be acquired by the registered student not exceeding the 10% of Total CGPA credits either offered under SAIL and Seminar or Co and Extra-Curricular Activities not exceeding 2 credits each. There will be no end semester examination for these non-CGPA courses, however a separate Grade Weightage is awarded for each course through specified assessment and evaluation procedure.
42. The respective Departments/Colleges/Institutions shall provide instruction in various programs and courses in I & II semester. The dissertation work in the III & IV semester shall be done either at the Department/College/Institution or at any other place as approved by the university.
43. A student who wishes to study an approved course prescribed under Non-CGPA, while the course is not offered in a semester can opt for self-study or on non-formal mode. The Head of the Department / Academic Coordinator will allot a mentor to monitor and evaluate the performance of the student based on assignment and presentation in the form of seminar.
44. **Choice Based Credit System (CBCS)** is a versatile and flexible option for each student to achieve their target number of credits by using their choice both in terms of pace and sequence of courses. The students are given the privilege to choose any of the enlisted courses as elective / under SAIL which they have not studied before. Since every course is independent and self-contained, some courses with a limitation can be permitted to be registered by the students of other departments, enabling them for Interdisciplinary mobility.
45. The following is the course module suggested for the PG programs:

Semester	Domain	Nature	Credits
I Year – Course Work			
I	Core	Discipline Centric	12/14
	Elective	Interdisciplinary - Skill	6/4
	Foundation	Mandatory - Skill	6
	Elective/Foundation (Non-CGPA)	Open – Knowledge / Value Addition	2
II	Core	Discipline Centric	12/16
	Elective	Interdisciplinary - Skill	6/4
		Discipline Centric/Open - Knowledge	
	Foundation	Mandatory - Knowledge	4
	Elective/Foundation (Non-CGPA)	Open – Knowledge / Value Addition	2
II Year - Dissertation			
III	Core – Competency	Design Seminar	6
		Progressive Report and Seminar	10
IV	Core – Competency	Pre-Submission Seminar	10
		Submission and Adjudication Report	12
		Final Viva	2
	Co or Extra-Curricular (Non-CGPA)	NSS/NCC/Sports/Publication/Internship	2/4

46. The each Department of PG studies in Pharmacy need to offer two electives, one should be Discipline Centric and the other may be Open Stream elective course. The Discipline Centric elective to be offered for same discipline students and Open Stream elective to be offered for any other discipline / specialization students.
47. Students of all PG Programs shall select, study and successfully complete at least one Elective Course (either Discipline Centric or a number of accessible Open Stream Courses offered by any other Departments) in II Semester to earn at least four credits out of total credits.
48. Further all the PG students shall complete minimum mandatory Non-CGPA credit courses with two credits each in I & II semesters, the additional credits may be earned in duration of study. These are intended to allow students to acquire knowledge and skills in areas of their choice.
49. The number of credits to be earned for the successful completion of the Program shall be as specified in the Curriculum of the respective specialization of the P.G Programs.
50. Total Credits required for Master's Program

Total Credits	Minimum	Maximum
CGPA	88	96
Non-CGPA	4	8

51. The Curriculum of P.G. Programs shall be so designed that the prescribed credits required for the award of the degree shall be within the limits as following.
 - a) One credit for each lecture period allotted per week
 - b) One credit for each tutorial period allotted per week
 - c) Two credits for each practical sessions designed per week
 - d) Two credits Mandatory Non-CGPA courses allotted per semester
 - e) 16 and 24 Credits each for dissertation work in III and IV semesters.
 - f) Other credits as assigned in the curriculum mentioned in each respective specialization
52. In addition to satisfactory completion of the academic requirement, every student should successfully complete a minimum of Non-CGPA credits as per norms for the award of degree by taking SAIL courses / activities of student's choice from amongst those approved list to achieve the objectives of the academic, research and outreach deeds of the University.
53. The Students who complete the minimum number of credits required for the completion of the program shall be given an option to get the Degree with the best minimum credits required for graduation. Only the courses corresponding to the best minimum required credits will be listed in the consolidated statement of grades in a Transcript Card.

CREDIT TRANSFER FROM OTHER INSTITUTES

54. Depending on the feasibility and availability a maximum of four credits can be completed by the student in any of the national or reputed institutes/organizations/companies/industries. The Director/Principal of the College/Institute on the recommendation of Head and Academic Coordinator can fix this credit transfer mechanism with mutual consent/understanding from any of the empaneled institute. This facility extended for Non-CGPA credit courses only.

TEACHING – LEARNING -ENGAGEMENT

55. The Instruction is delivered both in Formal and Non-formal Mode depends upon type of course.
- a) Formal Mode: Courses that delivered through Teacher Assisted Class Room Instruction
 - b) Non-Formal Mode: Courses that offered through Open, Distance, Virtual, On-line, Contact, Continuing, Extension, Experiential, Self-Learning etc.,
56. Teacher led instruction with learner-centric approach adopted to minimize teacher intervention for various SAIL courses that revolves around knowledge acquisition and practice learning.
57. ICT integrated delivery of education through PPT/Virtual mode and use of suitable audio/video contents from you tube will be added to make teaching-learning more interactive and interesting.
58. Learners will be encouraged to use NME-ICT/NPTEL accessed materials, blog, tweet, text and email by employing appropriate language in assignment submission and seminar presentation, further they are assigned to read/write/listen/view materials outside the classroom to report and gain proficiency and also enable for better participation in the class as well as in seminars.
59. A student is provided with an academically rich, highly flexible/integrated learning system also have an option of using MOOC's platform blended with abundant provision for skill practice and activity orientation that one could learn in depth without sacrificing their creativity.
60. The Head of the Department / Institution shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course (Subject) being taught.

COMMENCEMENT OF THE SEMESTER

61. At the beginning of II semester, the candidate shall register the courses in the prescribed proforma within four weeks from the commencement of the semester as notified in the academic schedule. The candidate who fails to register the courses as above or not fulfilling the academic requirements has to seek re-admission in the subsequent academic year.
62. The candidate shall require to register for the second year dissertation work within four weeks of commencement of second year, after being completing the course work requirements of both first and second semesters. The candidate who fails to register the dissertation work as above has to seek re-admission into the subsequent academic year. The candidate shall pursue the dissertation work till the end of the second year in which he has been admitted.

ATTENDANCE

63. Each course shall be taken as a unit for the purpose of calculating the attendance and each teacher shall mark the attendance in every hour of teaching of each course. The attendance will be counted from the date of commencement of classes as notified in each semester/almanac.
64. The cumulative attendance of the students will be displayed on the Notice Board of the Dept. during first week of every subsequent month. However, it shall be the responsibility of the student to check his attendance periodically so as to ensure to put in the required attendance

65. Certain Portion (Maximum of 20%) of Internal Assessment Marks shall be allotted for the regularity of the student in attending the classes.

ATTENDANCE MARKS	
Percentage Range	Marks
95.00 - 100.00	5
90.00 - 94.99	4
85.00 - 89.99	3
80.00 - 84.99	2
75.00 - 79.99	1

66. In order to appear at the final examination of I and II semester the candidate should have pursued a "Regular Course of Study" which means putting in attendance of not less than 75 % aggregate separately in the theory and practical subjects listed in the schemes of instruction offered in the semester taken together.
67. In order to appear at the final submission of dissertation of second year, the candidate should have put in attendance of not less than 75 % in the year and have passed in the both I and II semester examinations, in addition to fulfilling the other requirements of dissertation.

CONDONATION

68. Provided that in special cases and for sufficient cause shown, the Vice-Chancellor, on the recommendation of the principal, may condone the deficiency not exceeding 10 % in attendance for ill-health when the application submitted at the time of the actual illness is supported by a certificate from an authorized Medical Officer and approved by the principal. The fee for Condonation on Medical grounds shall be as notified by University from time to time, also the candidate should have presented two seminars on the progress of dissertation work as notified by the college and a pre-submission seminar.
69. Attendance at NCC camps / Inter-collegiate / Inter-University / Inter-State / International matches/Debates/Educational excursions or such other Inter-University activities as approved by the authorities will not be counted as absence. However, such absence should not exceed 4 weeks of the total period of any semester or 8 weeks of the total period of second year.
70. In any of semesters of the course, if a candidate fails to secure the minimum percentage of attendance, he/she shall have not be eligible to appear in the examination of that semester / year and he/she shall have to get readmitted himself into the corresponding semester / year in subsequent academic session in order to become eligible to appear for the examination. The candidate shall have to seek such readmission within four weeks from the date of commencement of the corresponding semester / year.
71. The attendance shall be calculated from the date of commencement of the classes as per the almanac communicated by the University.
72. The candidates who have put in not less than 40 % attendance in I semester can seek re-admission to the course during subsequent year and such admissions shall be treated as supernumerary. In respect of others who have put in less than 40 % attendance in I semester, they have to seek admission a fresh going through the process of admission.

EXAMINATION

73. An applicant for the admission to the M.Pharm examination of Osmania University shall complete a regular path of the study in the course prescribed for semester concerned for not less than a specific semester year in the University or its Affiliated Colleges.
74. The examinations are conducted at various stages (CIE and SEE) in a semester will facilitate in assessing the performance of students in terms of knowledge, skills and attitudes. The SEE shall be scheduled after the last working day of the semester as noted in the academic calendar.
75. The assessment of the theoretical component towards the end of the semester should be undertaken by both internal and external examiners from outside the university conducting examination, who may be appointed by the competent authority. In such courses, the question papers will be set by the approved external examiners.
76. In case of the assessment of practical component of such core courses, the team of examiners should be constituted on 50 – 50 % basis. i.e. half of the examiners in the team should be invited from outside the institution / university conducting examination.
77. In case of the assessment of dissertation work the evaluation should be undertaken for different components specified for III and IV Semesters by internal as well as external examiners.
78. The Division of Marks for Sessionals (based on Continuous Internal Evaluation by concerned teacher) and University Examinations (Semester End Examination) shall be as follows in addition to representation of Award of Grades on a 10 Point Scale:

Subject Evaluation	Sessional Marks	Exam Marks	Award of Grade Scale as per UGC			
			Grade	Merit	Grade Point	%
I Year – Course Work			O	Outstanding	10	90.00 – 100.00
Theory	25	75	A ⁺	Excellence	9	75.00 – 89.99
Practical	25	75	A	Very Good	8	60.00 – 74.99
II year – Dissertation			B ⁺	Good	7	55.00 – 59.99
Seminar	50	-	B	Above Average	6	50.00 – 54.99
Report	50	-	C	Average	5	45.00 – 49.99
Pre- Viva	-	50	P	Pass	4	40.00 – 44.99
Adjudication	-	200	F	Fail	0	Below 40
Final Viva	-	50	Ab	Absent	0	-

79. The Award of Sessional Marks in I and II semesters shall be as follows:

Theory Paper		Practical Paper		Evaluation	SAIL	Seminar
Class Test	20 Marks	Practical Test	05 Marks	Assignment	25 Marks	25 Marks
Attendance/ Quiz	05 Marks	Comprehensive Evaluation	20 Marks	Presentation	25 Marks	25 Marks
Total	25 Marks	Total	25 Marks	Total	50 Marks	50 Marks

The I and II semesters, there shall be two class tests each of one hour duration. Both the class tests shall be considered for the evaluation of Sessional marks as part of Continuous Internal Evaluation. However the SAIL and Seminar are Mandatory in both Semesters evaluated by CIE will have to score minimum Grade though it is not part of CGPA computation.

80. In case a candidate fail to appear in any of the class tests due to Medical emergency requiring hospitalization or attendance at NCC camps / Inter-Collegiate / Inter-University / Inter-State / International Matches / Debates or such other inter University activities as approved by the University authorities, the candidate shall be allowed to take only one make up class test in those subjects as per convenience of the college / teacher concerned. The makeup test shall be counted as only one of the tests for the evaluation of sessional marks. This facility is given to the student if and only if the candidate personally or through parents informs the college on the day of hospitalization along with the Medical Certificate.
81. At the end of the I and II Semesters, University Examination shall be held as prescribed in the respective schemes of examination.

Course	At the end of I Semester		At the end of II Semester	
	Regular	Supplementary	Regular	Supplementary
M. Pharm	I sem.	II. Sem.	II sem.	I. Sem.

82. The University examinations at the end of I & II semester (Regular / Supplementary) prescribed for the M. Pharm degree shall be conducted by means of written papers, practicals or by means of any combination of these methods. The University examinations at the end of IV semester shall include evaluation of dissertation submitted and viva voce.
83. All the general rules for examination of Osmania University shall be adhered to.
84. A candidate shall be deemed to have fully passed the end semester examination of any semester, if he / she secures not less than the minimum marks as hereinafter prescribed.

University Examinations Pass Marks		Sessional Pass Marks	
I & II Semester	Minimum	I & II Semester	Minimum
Each Theory Subject	40 %		
Each Practical Subject	50 %		

85. If a candidate fails to secure the minimum marks in any subject of I and II semester examinations then he shall appear only in the failed subjects (backlog subjects) of the semester.
86. **Course Evaluation:** Continuous Internal Evaluation (CIE) and Semester End Evaluation (SEE) to constitute the major evaluations prescribed for each *Course*, with only those students maintaining a minimum standard in *CIE* (to be fixed by the institution) being permitted to appear in *SEE* of the *Course*; *CIE* and *SEE* to carry 25% and 75% each, to enable each *Course* to be evaluated for 100 marks, irrespective of its *Credits*; Absence from these evaluations or seminars or late submissions of assignments, will result in loss of marks.

87. **CIE:** To be normally conducted by the *Course Instructor* and include midterm/weekly/fortnightly class tests, home work, problem solving, group discussion, quiz, mini-project & seminar throughout the *Semester*, with weightage for the different components being fixed at the institutional level; *Instructor* also to discuss on *CIE* performance with students;
88. The Head / Principal / Director of the Department / College / Institute shall maintain in their office a complete record of the scores obtained by the candidates in the *CIE*.
89. **SEE:** To be normally conducted at the institutional level and cover the entire *Course Syllabi*; For this purpose, *Syllabi* to be modularized and *SEE* questions to be set from each module, with choice if any, to be confined to module concerned only. The questions to be comprehensive emphasizing analysis, synthesis, design, problems & numerical quantities;
90. There will be Mandatory Courses / Credits to be acquired as part of degree requirements will be awarded grades but will not be part of either SGPA or CGPA.
91. The proposed system discards the conventional emphasis on a single final examination and numerical marks as the absolute indication of the quality of student's performance.
92. Every student for the degree of Master of Pharmacy program II year shall be required to undertake a dissertation work involving methodical research under the supervision of an approved guide during III and IV semesters and submit three copies of the dissertation after completion, duly certified by the supervisor to the Head of the Department/Principal.
93. The Dissertation Evaluation follows Grade System of Evaluation based on the marks awarded at different stages of formative assessments and evaluation for their performance during III and IV semesters of II year of Post Graduate study.

Semester – III:

Scheme of Marks Distribution: Design Seminar - 50 Marks

No.	Design Seminar Content	Marks
1.	Selection of Research Topic and their Applicability	15
2.	Introduction	10
3.	Information Search and Retrieval Systems	10
4.	Skill in Oral Presentation	15
6.	Total	50

Scheme of Marks Distribution: Progressive Seminar - 50 Marks

No.	Progressive Seminar Content	Marks
1.	Aim and Objective of the Work	10
2.	Literature Review	15
3.	Conceptualizing the Present Work	10
4.	Proposing Experimental Methodology	15
6.	Total	50

Semester – IV:

Scheme of Marks Distribution: Pre-Submission Viva - 50 Marks

No.	Assessment of Dissertation Work	Marks
1.	Depth of Knowledge	15
2.	Content Presentation	10
3.	Regularity	10
4.	Overall Quality of the Work	15
5.	Total	50

- The registered candidate shall submit two copies of dissertation at the end of IV semester to the university through the Principal of the College duly certified by the supervisor / guide that the work has been done satisfactorily under his / her supervision / guidance.
- No extension of time shall ordinarily be granted to a candidate for the submission of the dissertation. If the candidate fails to submit his/her dissertation within the prescribed date require to keep wait for one fresh term to consider for the evaluation after submitting the dissertation following due procedures.
- One copy of the dissertation shall be send to the external examiner by the university among the approved panel of examiners by the BoS for evaluation & adjudication report.
- The external examiner for M. Pharm examination shall be at least Ph.D. after master degree in Pharmacy and minimum five year of teaching experience out of which at least two years at the M. Pharm degree level.

Scheme of Marks Distribution: Dissertation Report Adjudication - 200 Marks

No.	Dissertation Report	Marks
1.	Contents	10
2.	Introduction	20
3.	Literature Review	20
4.	Experimental Work	50
5.	Results & Discussion	50
6.	Conclusion	10
7.	References	20
8.	Overall Presentation	20
	Total	200

- If any candidate fails to secure minimum marks required for passing IV Semester shall resubmit work with such an additional work as may be directed by the comments of external examiner for the subsequent evaluation of the dissertation. However if the candidate willing to submit dissertation a fresh in a new topic shall be required to re-join / re-admitted in the college as a regular student for both III and IV semesters of M. Pharm.

Scheme of Marks Distribution: Final Viva - 50 Marks

No.	Evaluation	Marks
1.	Presentation	10
2.	Content	15
3.	Communication	10
4.	Clarification based on Adjudication Report	15
6.	Total	50

- vi. The procedures described herein will enable the candidate to fulfill the requirements for the award of M.Pharm degree of the Faculty of Pharmacy, Osmania University.
- vii. An electronic / digital version copy of the final thesis must be presented to the Controller of Examinations, Osmania University and also to the ETD database of University Library of Osmania University in addition to a repository facility in the Department.
94. Unique methods of evaluation have been evolved to take account of participation of student in co and extra-curricular activities based on certain traits which do not surface in a classroom education, like interdisciplinary approach, professional judgment, rational thinking, decision making, initiative, leadership, sense of responsibility, etc.
95. The performance and participation of the students in University's prestigious events/functions and outreach programs outside Department/Institution will be awarded marks as devised in the respective programs of relevance treating them under Non-CGPA credits. Further consider for award of grades based on the performance of the student winners of various events of Open, State and National level Competitions and students who represent the University in the State, Zonal or National Teams under Co and Extra-curricular activities under Non-CGPA credit courses.
96. The evaluation of Co and Extra-curricular activities based on non-scholastic areas of learning which includes attitudes, behavior, interests, values, participative experience, social interaction etc., and normally adheres to non-standardized assessment tools that ensures practicability, objectivity, reliability and validity by self-reporting and behavioral observation of the learner;
- i. Co-curricular Activities: The Co-curricular Activities includes active participation of students in debates / seminars / symposia / conferences / workshops / industrial visits / field work / guest lectures arranged organized by the institution.

Evaluation Pattern for Seminars/Symposia/Conference/Workshops

No.	Particulars	Max Marks
1.	Observation and Discussion Note on the Work	40
2.	Poster Presentation and Exhibition	10
3.	Oral Presentation	20
4.	Brief Report on Participation	20
5.	Sharing Experience with Department/Institution	10
	Total	100

The Assignment evaluation is normally based on student-centered learning exercises among the enlisted / identified topics given during a course at pre-determined intervals and according to the defined criteria in fulfillment of assessment requirements.

Evaluation Pattern for Assignment

No.	Particulars	Max Marks
1.	Identification of Topic	10
2.	Collection of Information	10
3.	Methodical Approach	10
4.	Written Report – Time Schedule	40
5.	References	10
6.	Presentation	20
	Total	100

Assessing the experiential learning acquired through extension activities

Evaluation Pattern for Industrial / Field Visits / Tours

No.	Particulars	Max Marks
1.	Written Report	50
2.	Attendance	10
3.	Behavior	10
4.	Tour Diary and Pocket Note Book	20
5.	Sharing of Experience with Department/Institution	10
	Total	100

- ii. Extra-curricular Activities: The students shall earn marks for all relevant activities, which includes Sports and Games, NCC, NSS etc., every student is expected to participate in the program for a minimum of 60 hours in a semester to become eligible for the credit. Every time the student participates/completes a task, the same is entered in the attendance register meant for the purpose and to be certified by the Academic Coordinator. At the end of the semester and will be awarded marks for participation as devised for the respective program.

Evaluation Pattern for Participation

No.	Particulars	Max Marks
1.	Attendance & Routine Activities	50
2.	Behavior	10
3.	Participation in Tournaments / Camps	20
4.	Brief Report	10
5.	Sharing of Views at Department / Institution	10
	Total	100

The Winners at University/State/National Events will be awarded additional credit weightage with relevant grades for National (*Outstanding* – ‘O’), State (*Excellence* - ‘A⁺’) and University (*Very Good* - ‘A’) under Non-CGPA credit courses.

RULES OF PROMOTION

No.	Promotion	Condition to be Fulfilled for Promotion
1.	From M. Pharm I Sem to M. Pharm II Sem	a) Regular course of study of M. Pharm I semester
2.	From M. Pharm II Sem to M. Pharm II Year	a) Regular course of study of M. Pharm II Semester. b) Should have passed I Semester.

97. A student who fails in theory or practical examination of a subject shall re-appear both in theory and practical of the same subject.

AWARD OF GRADE / DIVISION

98. The UGC/AICTE recommends the following system to be implemented in awarding the grades and CGPA under Choice Based Credit System (CBCS)/Credit Based Semester System (CBSS).
99. All assessments of a course will be done on operative marks basis and convert these marks to letter grades based on absolute or relative grading system. However, for the purpose of reporting the performance of a candidate, these letter grades each carrying certain points will be awarded as per the range of total marks obtained by the candidate as grade points.
100. Credit Points were derived for all papers / courses based on the product of credits allocated and grade points secured for each paper / course after evaluation.
101. At the end of a semester, based on the evaluation report, a student shall be awarded a letter grade in each course. A student is deemed to have passed and acquired the corresponding credits in a particular course
102. **Grading:** To be normally done using *Letter Grades* as qualitative measure of achievement in each *Course* like: *O (Outstanding)*, *A⁺ (Excellent)*, *A (Very Good)*, *B⁺ (Good)*, *B (Above Average)*, *C (Average)*, *P (Pass)*, *F (Fail)* and *Ab (Absent)*, based on the percentage (%) of marks scored in (*CIE+SEE*) of the *Course* and conversion to *Grade* done by *Relative/Absolute Grading*, the former being more useful;
103. **Grade Point (GP):** Students to earn *GP* for a *Course* based on its *Letter Grade*; e.g., on a typical 10-point scale, *GP* to be: *O=10*, *A⁺=09*, *A=08*, *B⁺=07*, *B=06*, *C=05*, *P=04* & *F=00*; Useful to assess students achievement quantitatively and to compute *Credit Points (CrP)= GP X Credits* for the *Course*; Student passing a *Course* only when getting *GP* \geq 04 (*P Grade*);
104. **Credit Point (CrP):** The Credit Point is the product of credits allocated and grade points secured for a paper or course by a student.
105. **Grade Point Average (GPA):** Computation of *Semester GPA (SGPA)* to be done by dividing the sum of *CrP* of all *Courses* by the total number of *Cr* registered in a Semester, leading finally to *CGPA* for evaluating student's performance at the end of two or more *Semesters* cumulatively; This reform serving as a better performance index than total marks or %;
106. **Passing Standards:** Passing shall be decided on the combined result of a *Course/Paper* i.e. on the combined result of *CIE* and *SEE*, unless he secures 40% in *SEE*.

107. **Performance Measure Standards:** Both *SGPA* & *CGPA* serving as useful performance measures in the *Semester System*; Student to be declared successful at the *Semester-end* or *Program-end* only when getting *SGPA* or *CGPA* ≥ 4.00 , with none of the *Courses* registered in a *Semester* or for the *Degree Award* remaining with *F Grade*;
108. **Credits Required for Degree Award:** Number of *Credits* to be earned by a student for the *PG (Professional) Degree Award* fixed by Universities/Institutions to be normally in the range of 80 (20/Sem.) to 100 (25/Sem.); Widely accepted value: 90 (22/Sem.); Also, each student to be successful in the *mandatory courses* as may be prescribed to qualify for the *Degree*;
109. **Relative Grading:** The relative grading is based on the distribution (usually normal distribution) of marks obtained by all the students of the course and the grades are awarded based on a cut-off marks or percentile.
110. **Absolute Grading:** Under the absolute grading, the marks are converted to grades based on pre-determined class intervals.
111. The University will normally follow relative grading system.

GUIDELINES FOR THE AWARD OF GRADES

112. Assessment is an integral part of system of education as it is instrumental in identifying and certifying the academic standards accomplished by a student and projecting them far and wide as an objective and impartial indicator of a student's performance. Thus, it becomes bounden duty of a University to ensure that it is carried out in fair manner.
113. "A teacher is the best judge in awarding the grades". However, he/she has to be impartial, logical and maintain complete transparency while awarding grades.
114. The following are the general guidelines for the award of grades:
- All evaluations of different components of a course announced in the course plan shall be done in marks for each student.
 - The marks of various components shall be added to get total marks secured on a 100-point scale for theory courses and laboratory courses.
 - For any course, the statistical method (Table) shall be used for the award of grades with or without marginal adjustment for natural cut off.
 - The teacher will ensure the coverage of all the contents of a course taught during the semester. The end semester examinations question paper shall be within the prescribed syllabus. At the end of the semester a teacher will submit a complete course file having following documents.
 - Course Plan
 - Attendance Record
 - Tutorial Sheets/Assignment sheets
 - Question Papers of Periodical Tests
 - Quizzes
 - Complete Details of Marks with Final Grades

115. In case a student repeats a particular course on account of failure in a particular subject / course along with his/her juniors, he/she will be awarded only up to a maximum of 'A' Grade as per his/her performance and with respect to his/her earlier class.
116. A student earning Grade F shall be considered failed and be required to reappear in the exam.
117. Further it is recommended that the cut-off marks for grade 'B' shall not be less than 50% and for grade 'B+', it should not be less than 55% under the absolute grading system.

COMPUTATION OF SGPA AND CGPA

118. Adhere to the UGC recommendation for calculation of SGPA and CGPA

- i. Grade Letter and Grade Points for each paper are allocated after evaluating to 100 (All Papers of Theory and Practical's including Co and Extra-curricular activities)
- ii. The SGPA is the ratio of sum of the product (credit point) of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student.

The SGPA is computed using the following formula, i.e.

$$\text{SGPA (Si)} = \Sigma(C_i \times G_i) / \Sigma C_i$$

Where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.

- iii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a program.

The CGPA is computed using the following formula, i.e.

$$\text{CGPA} = \Sigma(C_i \times S_i) / \Sigma C_i$$

Where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

- iv. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

119. Illustration of SGPA and CGPA

i. Illustration of SGPA

Course Code	Credit	Grade	Grade Point	Credit X GP	Credit Point
PY.09.884.11.T	3	A	8	3X8	24
PY.09.888.12.T	3	B+	7	3X7	21
PY.09.884.13.T	4	B	6	4X6	24
PY.09.884.14.T	4	O	10	4X10	40
PY.09.884.15.T	4	C	5	4X5	20
PY.09.884.11.P	2	A+	9	2X9	18
PY.09.884.12.P	2	A	8	2X8	16
	22				163

Thus SGPA = $163/22 = 7.41$

Grade = A

ii. Illustration of CGPA

	Course Work		Dissertation	
	Semester - I	Semester -II	Semester - III	Semester - IV
Credits	22	22	16	24
SGPA	7.41	7.80	9.00	8.32
Thus, CGPA =	22X7.41 + 22X7.80 + 16X9.00 + 24X8.32			8.07
	84			
Grade = A ⁺				

120. The SGPA score is calculated only if the candidate is passed in all the papers in a semester and the CGPA score is evaluated only if SGPA scores for all the semesters are available.

121. The consolidated report does not reflect the actual percentage of marks scored by the candidate in a specific examination and also to determine the rank secured by the candidate.

122. To get percentage of marks, multiply the CGPA with 10. Further it is to be evaluated due to unequal credit values for the papers or the Grade / Grade Points are assigned for a range marks secured in each paper / course based on ten point scale.

123. Therefore a conversion factor is evolved to reflect the nearly exact/average percentage of marks obtained by the candidate on relative grading using following formula.

$$\text{Percentage of Marks} = (\text{CGPA} - 0.5) \times 10$$

124. The CGPA obtained as above shall be the base for the determination of Overall Grade for entire program and for the declaration of the result as follows. However, the overall %age of marks shall be shown in the marks statement of final semester.

CGPA / SGPA	GRADE	Performance	Result
10.00	O ⁺	Extraordinary	Absolutely Outstanding
9.00 – 9.99	O	Outstanding	First Division with Distinction
7.50 – 8.99	A ⁺	Excellence	
6.00 – 7.49	A	Very Good	First Division
5.50 – 5.99	B ⁺	Good	Second Division
5.00 – 5.49	B	Above Average	
4.50 – 4.99	C	Average	Pass Division
4.00 -4.49	P	Pass	
< 4.00	F	Fail	Fail
0	Ab	Absent	

125. A student obtaining CGPA of 10.0 for both course work and dissertation will be awarded for an exceptional performance grade of 'O⁺' – Extraordinary for being 'Absolutely Outstanding'.
126. The statistical method shall invariably be used by the examination branch with marginal adjustment for the natural cut off. The mean and the standard deviation (σ) of marks obtained of all the students in a course shall be calculated and the grades shall be awarded to a student depending upon the marks and the mean and the standard deviation for declaration of rank.

TRANSCRIPT

127. Candidates who have passed all the examinations of the M. Pharm course shall be awarded based on the above recommendations on Letter Grades, Grade Points and SGPA and CGPA, the University may issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters.
128. A Formula for conversion of Grade to Percentage and Division may be placed behind the Transcript Card in order to facilitate to know the marks secured by candidates in various semester examination.

Division	Percentage	Remarks
I with Distinction	Must Secure 75% and above	In Single Attempt
I	60% and above but less than 75%	Whose result declared qualified
II	50% and above but less than 60%	
Pass	40% and above but less than 50%	

IMPROVEMENT OF GRADE / DIVISION

129. A Candidate who wishes to improve his/her grade/division may do so within one academic year immediately after having passed all the examinations of the M. Pharm course, by reappearing either at I or II sem. (all subjects pertaining to the semester taken together) examinations. For the award of Grade, he / she will have the benefit of the higher of the two aggregates of marks secured in the corresponding semester provided the candidate passed the improvement examination fully. However he/she will be awarded only up to a maximum of 'A+' Grade as per his/her performance and with respect to his/her earlier Grade/Division. An 'Outstanding' Grade cannot be awarded to individuals in an improvement attempt.

GENERAL RULES OF EXAMINATIONS

130. All examinations shall be held at the places as it may be decided and at such other centers on such dates as may be notified.
131. Application for permission to appear at every examination shall be made on the prescribed form with passport size full face photograph, which along with the necessary certificates regarding attendance, practical work etc., and the prescribed fee should be sent to the Officer in-charge of examinations of the college on or before the date fixed for this purpose.
132. When a candidate's application is found in order and he/she eligible to appear at examination, the Officer In-charge of the examinations shall furnish him with Hall Ticket with Photograph, which enable the candidate to appear the examination and this Hall Ticket shall have to be produced by the candidate before he can be admitted to the premises where the examination is being held or to a part of the said premises as well as to the examination hall.
133. A candidate who fails to present himself / herself for the examination for any reason whatsoever, except in shortage of attendance and failure to secure the prescribed minimum in sessional work and / or tests wherever prescribed or he / she fails to pass the examination shall not be entitled to claim refund of the whole or part of the examination fee not for the reservation of the examination fee for a subsequent examination or examinations.
134. A candidate after he/she has been declared successful in the whole examination shall be given a certificate setting forth the year of examination, the subject in which he/she was examined and, the division in which he/she was placed.

TRANSITORY REGULATIONS

135. Whenever, syllabus/scheme of instruction is changed in a particular semester, two more examinations immediately following thereafter shall be conducted according to the old syllabus / regulations. Candidates not appearing at the examinations or failing in them shall take the examination subsequently according to the changed syllabus/regulations.
136. By any reason a candidate admitted into the course under old scheme of regulations is promoted /readmitted after the implementation of revised version shall join the corresponding semester in the revised scheme of instructions / regulations.

* Follow the specific Guidelines for Assignment / Seminar / Project work (dissertation report/ viva) for awarding marks or grades to the student at the end of course of study / semester.

General Guidelines of M.Pharm. Dissertation:

Medium: *The medium of instruction and examination shall be in English.*

Commencement of Dissertation:

As per the Almanac and the Dissertation Year (II Year) of the student must commence with the announcement of topic on display for two weeks immediately after the II-semester examination of the I year or commencement of the III semester.

Choice of Topic or Allotment of Topic:

The students are allowed to choose the topic of their interest among the displayed one and allotted only on the basis of their choice and in the event of more than one candidate compete for the same topic and is left to the discretion of the head of the institution in consultation with the supervisor. The topic will be allotted to pass or promoted candidates (thesis cannot be submitted unless he/she passes in the course work) and only are allowed to commence the work for dissertation with the approval of the supervisor and permission of the head of the institution under communication to the university. The topic cannot be allotted to the detained candidate.

Seminar on the Allotted Topic:

A student allotted with a particular topic must and should give a seminar on the scope of the work he intends for doing as a dissertation immediately after six weeks of allotment of the topic in consultation with the supervisor.

Communication of the Topic to University Authorities:

All communications must be addressed to the Dean, Faculty of Pharmacy, Osmania University are to be forwarded through proper channel. (**Proper Channel:** Supervisor, Head of the Institution, Chairman, BOS in Pharmacy and Head of the Department) The list of candidates with allotted topics and broad areas of subject specialization along with supervisor name and place of work are to be communicated by the Head of the Institution to the office of the Dean, Faculty of Pharmacy through Chairman/Chairperson, BoS in Pharmacy, Osmania University for his reference and future processing of dissertation evaluation.

Place of Work:

The dissertation work in the III & IV semester shall be done either at the college or at any other place recognized by the University Department must be communicated to the Dean, Faculty of Pharmacy, Osmania University through Chairman/Chairperson, BoS in Pharmacy.

Supervisor:

Recognized by the Faculty of Pharmacy as per the existing norms of the faculty.

He/She should be a Ph.D., holder in Pharmaceutical Sciences and other allied disciplines recognized for Ph.D. supervision in the Pharmaceutical Sciences.

OR

He/She should have a minimum five years of experience after Post Graduate Qualification in Pharmaceutical Sciences and must be a senior lecturer or above cadre with at least two years of P.G teaching and have two publication to his/her credit.

Co-supervisor:

A co-supervisor is allowed/permitted to guide the dissertation work only on the basis of exigency and interdisciplinary nature of the topic.

Change of Topic or Supervisor:

The change of topic or supervisor may be communicated within two weeks of any such change and allowed only on the recommendation of the Head of the Institution (from which the candidate is completing the course of study) and on the consent of the supervisor.

Participation/Organization of National/State level Seminars/Symposia/Conference:

Seminars/Symposia/Conferences are to be made as regular feature and at least one National/ State level Seminar/Symposia/Conference/Workshop to be organized once in two years for the institutions offering P.G. programs to provide an exposure on the emerging trends and organization skill development for the P.G. Students. The staff and students should be encouraged to participate in the Seminars/Symposia/Conferences during their course of study.

Dissertation Submission Rules:

Dissertation is a part of two years curriculum of P.G program and treated as four semester almanac and which consists of two semester course work of First year and two semester project work of Second year. On completion of Second year of Study and only after 180 teaching days of duration in the second year the final submission is allowed by the candidate with the consent of the supervisor and approval of the pre-submission Viva committee. The candidate has to complete the formalities of course work and prerequisites of successful presentation of seminar and pre-submission viva. The approval of pre-submission viva committee is a must, before final submission of the dissertation to the University for Evaluation by external examiner. The submission of dissertation will be made to the Controller of Examinations, Osmania University in the prescribed Pro-forma of Application meant for M.Pharm. dissertation of Osmania University through proper channel.

Pre-submission Viva:

The pre submission viva committee has to be constituted by the head of the institution (from which candidate is completing the course of study) with the approval of the Chairman, Board of Studies in Pharmacy and Dean, Faculty of Pharmacy, Osmania University. The Head of the Institution is authorized to constitute pre-submission viva-committee from the approved panel provided by the faculty in consultation with the supervisor under intimation to Chairman, BoS in Pharmacy. A panel of external examiners has to be submitted to the Chairman, BoS in Pharmacy after completion of pre-submission viva for final evaluation of dissertation by the external expert in consultation with the supervisor for onward processing of certification.

Composition of Viva Committees:

Pre-submission Viva Committee: (to be held at respective institution)

Chairperson BoS / Nominee of Chairperson, BoS	-	Chairman
External Expert (Approved Panel within the University)	-	Member
HOD/Internal Expert/ (Sr. Faculty Member)	-	Member
Supervisor / Guide	-	Convener

(Note: The remuneration for External Expert of approved panel has to be borne by the respective institutions at the rate of Rs: 250/- Per candidate and group of three or four may be conducted at a time)

Final Submission Time:

Only twice in a year is allowed to submit the dissertation for final evaluation. If the candidate unable to submit within six weeks of the pre-submission viva and is allowed to submit in the subsequent opportunity provided after six months of first pre-submission viva. A candidate has to complete all the formalities for the award of degree within minimum of two years and maximum of four years from his date of admission.

Certificates and Enclosures required for the Submission:

- a. Prescribed application form with a Demand Draft drawn in favor of Controller of Examinations, Examination Branch, Osmania University towards the payment of fee for examining/evaluation of the dissertation.
- b. Three copies of Soft/Hard bound M.Pharm Dissertation with a digital version along with enclosed individual certificates by the supervisor and candidate about the originality of the work carried out for dissertation.
- c. A copy of the Admission Letter
- d. A copy of the provisional / degree certificate
- e. A copy of the Memorandum of Marks of Course Work (I & II Semesters)
- f. A copy of the permission letter for the change of title / supervisor, if any.
- g. A certificate from the Head of the Institution that the candidates completed all prerequisites of dissertation submission.
- h. A Course work completion certificate from the Head of the Institution

Final Viva for Certification of Degree:

Final Viva will be conducted (to be held at the university department/institution identified by the university) after the receipt of External Evaluation / Adjudication Reports as per the existing norms in the Faculty of Pharmacy, Osmania University for P.G programs.

As per the existing norms of Faculty of Pharmacy the final viva is conducted for the candidate based on the reports of external evaluator of dissertation by a three members committee constituted by Chairman/Chairperson, BoS in Pharmacy

Final Viva Committee:

Chairman/Chairperson, BoS in Pharmacy/Nominee	Chairman
Subject Expert (Approved Panel outside the University)	Member
HOD	Member
Supervisor / Guide	Convener & Member

The Chairman/Chairperson, BoS in Pharmacy may choose subject expert from the approved panel of experts and the Dean, Faculty of Pharmacy, may approve the above committee.

The committee recommendation is to be communicated to the Controller of Examinations for the award of degree on successful completion of the viva by the candidate.

FORMAT

FOR PREPARATION OF M.Pharm DISSERTATION REPORT

ARRANGEMENT OF CONTENTS:

The sequence in which the dissertation report material should be arranged and bound as follows:

1. Cover Page
2. Inner Title Page
3. Declaration
4. Certificate
5. Table of Contents
6. Acknowledgement
7. Abstract
8. List of Tables
9. List of Figures
10. Abbreviations and Nomenclature (If any)
11. Chapters
 - i. Introduction
 - ii. Review of Literature
 - iii. Methodology
 - iv. Results and Discussion
 - v. Conclusion
12. References
13. Appendices (If any)
14. Publication (If any)

The tables and figures shall be introduced in the appropriate places.

TYPING INSTRUCTIONS:

1. The dissertation must be submitted in Two Copies (One for Department and 2nd for Library) duly signed by the Supervisor. Students should also submit the soft copy on CD in pdf format in the library.
2. The length of the report may be about 80 to 120 pages.
3. The dissertation report shall be computer typed (English- British, Font -Times Roman, Size- 12 point) and printed on A4 size paper.
4. The dissertation report shall be hard bound with cover page in sky blue color. The name of the students, degree, month and year of submission, name of the university including institute name shall be printed in black letters on the cover page [Refer sample sheet (outer cover page)]
5. The dissertation report shall be typed with 1.5 line spacing with a margin 3.5 cm on the left, 2.5 cm on the top, and 1.25 cm on the right and at bottom.
6. Every page in the project report must be numbered. The page numbering, starting from acknowledgements and till the beginning of the introductory chapter, should be printed in small Roman numbers, i.e. i, ii, iii, iv... The page number of the first page of each chapter should not be printed (but must be accounted for). All page numbers from the second page of each chapter should be printed using Arabic numerals, i.e. 2,3,4,5... All printed page numbers should be located at the bottom centre of the page.
7. In the dissertation report, the title page [Refer sample sheet (inner title page)] should be given first then the declaration by the candidate and certificate(s) by the supervisor(s) in sequence, followed by **Table of Contents** and then commence with Roman numbering for an **Acknowledgement** and an **Abstract** of the report (not exceeding one page) and so on.
8. **The Table of Contents** should list all headings and sub headings. The title page and certificate will not find a place among the items listed in the **Table of Contents**. One and a half spacing should be adopted for typing the matter under this head.
9. **The List of Tables** should use exactly the same captions as they appear above the tables in the text. One and a half spacing should be adopted for typing the matter under this head.
10. **The List of Figures** should use exactly the same captions as they appear below the figures in the text. One and a half spacing should be adopted for typing the matter under this head.
11. The list of symbols, abbreviation & nomenclature should be typed with one and a half line spacing. Standard symbols, abbreviation etc should be used.
12. Project report consists of following chapters.
 - a. Chapter 1- Introduction
 - b. Chapter 2- Literature Survey
 - c. Chapter 3- Methodology

(It will be divided into several chapters and each chapter may be further divided into several divisions and sub-divisions depending on type & volume of work.)

- d. Chapter 4- Result & Discussion
- e. Chapter 5- Conclusion & Future Scope

(The chapter No. of Chapter 4 & 5 may vary depending on no. of chapters covered in 'Present Work' chapter).

Each chapter should be given an appropriate title. Tables & figures in a chapter should be placed in the immediate vicinity of the reference where they are cited. Footnotes should be used sparingly. They should be typed single space and placed directly underneath in the very same page, which refers to the material they annotate. Conclusion must not exceed more than two pages. Future scope also must not exceed one page.

13. Appendices are provided to give supplementary information, which is included in the main text may serve as a distraction and cloud the central theme.
 - i) Appendices should be numbered using Arabic numerals, e.g. Appendix 1, 2, etc.
 - ii) Appendices, Tables and References appearing in appendices should be numbered and referred to at appropriate places just as in the case of chapters.
 - iii) Appendices shall carry the title of the work reported and the same title shall be made in the contents page also.
14. The listing of references should be typed 4 spaces below the heading "REFERENCES" in alphabetical order in single spacing left – justified. The reference material should be listed in the alphabetical order of the surname of the first author. The name of the author (s) should be immediately followed by the year and other details.

PAGE DIMENSIONS AND MARGIN

Paper size: 80 gsm. Standard A4 size (210 mm X 297 mm)

Margins

Top edge: 1 inch (25 mm)

Left side: 1 ½ inch (38 mm)

Bottom edge: 1 inch (25 mm)

Right side: 1 inch (25 mm)

Print out: LaserJet or Inkjet printer, **printed on only one side**

Font size (regular Text): Times New Roman of 12 pts

Spacing: 1.5 line spacing

Chapters: 14 pts bold Centre aligned (Capital Letters)

Sections: 12 pts bold left aligned (Capital Letters)

Subsections: 12 pts bold left aligned (Title case)

Sub-Sub Sections: 12 pts bold italic left aligned (Title case)

Page numbers (Chapters): Bottom – centered – 12 pts (1, 2, 3...)

Page numbers (Preliminaries): Bottom – centered – 12 pts / Roman numerals (i, ii, iii...)

Binding: Soft binding (edge with black color strip/comb binding)

Final Binding: Hard bound version (After Adjudication Report / Evaluation)

A typical illustrative list given below relates to the citation example quoted above.

REFERENCES:

The student is responsible for the accuracy of References.

All publications cited in the dissertation should be presented in a list of References following text to be restricted to a maximum of 200 and should follow the *Harvard* or *Oxford* – like format, where the citation of references in text should be given by author's last name (no initials) followed by the year, when two or more citations have to be presented, list them in chronological order of year. If there are two or more papers of same author (s) in the same year, differentiate them by "a", "b" etc., [Bowen et al. (2001a)] in text citation and within the reference list, the articles are presented alphabetically: 2001a, then 2001b, etc., when there are three authors or more names mention only first author followed by "et al" in the text part. All References cited in the text (including those cited in figures and tables) should be listed in References as per the alphabetical order.

Start the References on separate page and arrange citations in alphabetical order by the first author's last name and do not number the citations. List all the authors (do not use "et al" in the reference list). When there are two or more references to the same author(s), list them in the chronological order of year of publication.

The Journal References, the names of authors (last name and initials) should be followed by the year (in parenthesis), title of the article, journal name (in italics- use PubMed approved abbreviations), Volume number (in bold - followed by colon) and pages (first – last page numbers). Citing the Reference to electronic material should include author name(s), year, article title, and journal (in italics), where volume and/or page numbers are not available, substitute Digital Object Identifier (DOI) number.

No Publication Details Given

Occasionally, you will come across documents that lack basic publication details. In these cases, it is necessary to indicate to your reader that these are not available. A series of abbreviations can be used and are generally accepted for this purpose:

Author/Corporate Author not given use (Anon.)

No Date use (n.d.)

No Place (sine loco) use (s.l.)

No Publisher (sine nomine) use (s.n.)

Not Known use (n.k.).

Note on Journal Articles

- The title of the paper is between single quotation marks and in lower case, with a comma following
- Journal name is *italicized*, not the article title
- There are a number of other ways you could set out the volume no., issue no. and page nos., depending on the University or journal you are writing for (for example, 32(7), 346-353, or 32, (7):346-52). It is because this is the case that we have suggested that you use the vol., no., pp. layout consistently. If you do so, then you won't get confused and you won't inadvertently mix up the various layouts, and thus you won't lose marks
- p. indicates only one page and pp. indicates a range of pages.

Illustrative examples of entries in a bibliography or list of References are given below:

Journal:

Author surname, initials. (Year) 'Title of article', *Journal name*, Vol. Volume number, No. Issue number, pp. first and last page numbers.

Papers with Single Author,

Benson HA, (2009) 'Elastic Liposomes for Topical and Transdermal Drug Delivery', *Current Drug Delivery.*, 6 (3), pp.217–26.

Bruce Rittmann, E. (1996) How input biomass affects sludge age and process stability. *ASCE: Jour.Env.Engg*, **122**, 4-8.

Papers with Two Authors,

Bliss, PJ and Barnas. D (1986) Modeling Nitrification in Plant Scale Activated Sludge. *Water Science and Technology*, **18**,139-148.

Papers with More than Two Authors,

Capodaglio AG, Jones HV, Novotny V and Feng X (1991) Sludge bulking analysis and forecasting: application of system identification and artificial neural computing technologies. *Water Res.*, **25**, 1217–24.

Chapter in a Book:

Wenzel HJ, Schwartzkroin PA (2006) Morphologic Approaches to the Characterization of Epilepsy Models. In L Pitkanen A, Schwartzkroin PA, Moshe SL (eds) *Models of Seizure and Epilepsy*, Elsevier Academic Press, San Diego, pp. 629-652.

Alfonso R. Gennaro, (1995) '*The Science and Practice of Pharmacy*'. 19th Edition, Vol-2, Mack Publishing Company, Pennsylvania. Chapt-90 "Medicated Application" pp 1577-1598.

Book

Pechenik JA (1987) *A Short Guide to Writing about Biology*. Harper Collins Publishers, New York.

APHA, AWWA and WPCF *Standard Methods for the Examination of Water and Wastewater*, 17th Edition, Washington, D.C.: American Public Health Association, 1989.

Book in a Series:

Bhattacharjee M (1998) *Notes of Infinite Permutation Groups, Lecture Notes in Mathematics*, No. 1698, Springer, New York.

Encyclopedia Articles:

Varley DH (1972) Libraries. *Standard Encyclopedia of Southern Africa*, Vol.6, p.618-619

Bergmann, PG (1993). Relativity. *The New Encyclopedia Britannica*. Vol. 26, pp. 501-508.

Thesis/Dissertation:

Smithers RHN (1997), *The Mammals of Botswana*. DSc Thesis. University of Pretoria.

Government Publications:

Available data may vary for these, but where possible include the following:

Government Department/Institute. Subdivision of department/institute (if known). (Year) *Title of Document*. (Name of chairperson, if it is a committee). Place of publication: Publisher.

Department of Health and Social Services (1980) *Inequalities in Health: Report of a Research Working Group*. (Chairman: Sir Douglas Black). London: DHSS.

Conference Proceedings:

Conference papers are often unpublished Word-processed text, distributed at the conference. Thus it is necessary to include the name, place and date of the conference.

Author, Initial. (Year) 'Title of Conference Paper'. Paper presented at Name of Conference, Place of Conference, and Month of Conference.

Conference papers are often published in book form or as a special issue of a journal. In this case, treat the reference as you would a normal book or journal paper, but include the fact that it is the publication of conference proceedings, if this is mentioned in the publication information.

Author, Initial. (Year) 'Title of conference paper', in *Conference Proceedings Title*. Place of publication: Publisher, month, page nos.

Bourassa S (1999) 'Effects of Child Care on Young Children', *Proceedings of the third annual meeting of the International Society for Child Psychology*, International Society for Child Psychology, Atlanta, Georgia, pp. 44-6

Shin, K.G. and McKay, N.D. (1984) 'Open Loop Minimum Time Control of Mechanical Manipulations and its Applications', *Proc. Amer. Contr. Conf.*, San Diego, CA, pp. 1231-1236.

Citations from Internet:

The following elements in sequence must be considered: Author (If Known), Date of Publication/Last Updated, Title of Article or Document in Website, Type of Medium (Online), Available from (Website), Access Date in Brackets.

Harris P (2005), *Reaching the Top of the Mountain*. [Online]. Oxford University Press: Oxford. Available: <http://www.netLibrary.com/openbook/093456/html> [Accessed 8 January 2008]

Smith, R., (2002), *Conformal Lubricated Contact of Cylindrical Surfaces Involved in a Non-Steady Motion*. Available: <http://www.cas.phys.unm.edu/rsmith/homepage.html> [Accessed on 12/08/2007].

Useful Tips for Referencing. [Online]. Available: <http://www.referencetips.org.za> [Accessed 27 June 2005]

Patents:

Author(s) of patent – Surname and Initials, Year of Issue, *Title of Patent – italicized*, Number of Patent including Country of Issue

Cookson AH (1985) *Particle Trap for Compressed Gas Insulated Transmission Systems*, US Patent 4554399

News Papers:

Journalist name, initial. (Year) 'Title of news item'. *Name of News Paper*. Date, Page Number.

Mintz, A. (2006) 'House Prices Continue to Rise'. *Financial Times*. 4 June, p. 28.

If it is a news article and does not attribute an author, the newspaper name is used in the text and instead of the author in the reference list.

The Guardian (2005) 'Lottery for breast cancer help'. *The Guardian*. 21 March, p. 10.

SAMPLE SHEET (OUTER COVER PAGE)

**PHARMACOLOGICAL INVESTIGATION OF ANTI-CANCER
PROPERTIES OF SELECTED CRUDE DRUGS**

(16pt., Single line spacing, Centre Aligned, Bold)

**THE DISSERTATION SUBMITTED TO OSMANIA UNIVERSITY
IN PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR THE
AWARD OF THE DEGREE OF**

(14pt, Bold)

**MASTER OF PHARMACY
IN
PHARMACEUTICAL CHEMISTRY**

BY

Name of the Scholar

(14pt)



**DEPARTMENT OF PHARMACY
UNIVERSITY COLLEGE OF TECHNOLOGY
OSMANIA UNIVERSITY
HYDERABAD – 500 007 – TELANGANA – INDIA**

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Month & Year of Submission

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PROPERTIES OF SELECTED CRUDE DRUGS**

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**THE DISSERTATION SUBMITTED TO OSMANIA UNIVERSITY
IN PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR THE
AWARD OF THE DEGREE OF**

(14pt, Bold)

**MASTER OF PHARMACY
IN
PHARMACEUTICAL CHEMISTRY**

(14pt)

**BY
Name of the Scholar**

(14pt)

Under the Guidance of

NAME OF SUPERVISOR(S)

(14pt)

Designation
(12pt)



**DEPARTMENT OF PHARMACY
UNIVERSITY COLLEGE OF TECHNOLOGY
OSMANIA UNIVERSITY
HYDERABAD – 500 007 – TELANGANA – INDIA**

(14pt, Bold)

Month & Year of Submission

(12pt)

SAMPLE SHEET

DECLARATION

I _____, Student of **M.Pharmacy (Pharmaceutical Chemistry)**, bearing the H.T No. _____, Department of Pharmacy, University College of Technology, Osmania University, Hyderabad do hereby declare that the work embodied in this dissertation entitled “**Pharmacological Investigation of Anti-Cancer Properties of Selected Crude Drugs**”, is submitted to **Osmania University** for the partial fulfillment of the requirements for the award of degree of **Master of Pharmacy in Pharmaceutical Chemistry** under **Faculty of Pharmacy** is the original research work carried out by me under the guidance and supervision of **Name & Designation of Supervisor(s)**.

Further I hereby declare and inform that the contents presented in this thesis has not been submitted by me for the award of any other degree or diploma of this or any other University.

Signature of Student (S)

(Name)

(Letter Head)**CERTIFICATE**

This is to certify that the dissertation entitled **“Pharmacological Investigation of Anti-Cancer Properties of Selected Crude Drugs”** is submitted to **Osmania University** for the partial fulfillment of requirements for the award of degree of **Mater of Pharmacy in Pharmaceutical Chemistry** under **Faculty of Pharmacy** embodies the results and studies of a bonafide research work of Mr. _____ under my supervision at (Work Place) _____ and the contents of the thesis do not form the basis for the award of any other degree or diploma to the candidate from this or any other university elsewhere.

Signature of Supervisor(s)**Date:****Name & Designation**

SAMPLE SHEET

(Letter Head)

CERTIFICATE

This is to certify that the dissertation entitled **“Pharmacological Investigation of Anti-Cancer Properties of Selected Crude Drugs”** is submitted to **Osmania University** for the partial fulfillment of requirements for the award of degree of **Mater of Pharmacy in Pharmaceutical Chemistry** under **Faculty of Pharmacy** embodies the results and studies of a bonafide research work of Mr. _____ under my co-supervision at (Work Place) _____ and the contents of the thesis do not form the basis for the award of any other degree or diploma to the candidate from this or any other university elsewhere.

Signature of HOD

Date:

Name

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<i>List of Nomenclature</i>	<i>vi</i>
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Publication (If any)	

The Table of Contents must include all Chapter Headings, the References, and Appendices. Entries are 1.5 lines spaced. The Headings of Major Sections of Chapters are to be typed **CAPITAL BOLD**, Sub-Sections **Small Bold** and Sub-Sub Sections **Small Italic Bold** are typed in all capital/small letters. Table of Contents headings must be identical to those in the Text. Page No.'s listed must be right justified and connected to the appropriate entry by a line of evenly spaced dot leaders (periods).

ACKNOWLEDGEMENT

This page is used to thank those persons who have been instrumental to the student in completing the degree requirements. Acknowledgement of grants and special funding received to support the research also may be made on this page.

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G.Pulla Reddy College of Pharmacy
Hyderabad

ABSTRACT

An abstract provided within the dissertation must be a succinct and informative condensation of one's individual work, not exceeding one page with 300 - 400 words. The Graphs, Charts, Tables or Illustrations should be excluded. It should contain in brief the statement of the problem, procedure or method, findings and conclusion.

These must be prepared carefully since they will not be edited in any way, unless the extra abstract exceeds 300 - 400 words in length.

Please follow these guidelines for preparing your abstract.

- Do not exceed 350 words.
- Type on one side of the paper only.
- One and half-spaced and Margins must be maintained.
- Avoid abbreviations and acronyms.

List of Tables

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Note: All table numbers and captions are listed exactly as they appear in the text.

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Note: All figure numbers and captions are listed exactly as they appear in the text.		

NOMENCLATURE

English Symbols

A	Pre-exponential constant
C_p	Specific Heat, J/kg-K
c	Reaction progress variable
R_f	Retention factor
T	Temperature

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Hyderabad

ABBREVIATIONS

BP	British Pharmacopeia
FDA	Food and Drug Administration
cGMP	Current Good Manufacturing Practices
cGLP	Current Good Laboratory Practices
cGCP	Current Good Clinical Practices
ICH	International Conference on Harmonization
IP	Indian Pharmacopeia
NIH	National Institute of Health
USP	United States Pharmacopeia
USPHS	United States Public Health System

ORGANISATION OF THE THESIS

The thesis shall be presented in a number of *chapters*, *starting* with introduction and ending with **Summary and Conclusions**. Each of the other chapters will have precise title reflecting the contents of the chapter. A chapter can be subdivided into *sections*, *sub- sections* and *sub-sub section* so as to present the content discretely and with due emphasis.

Each chapter shall begin on a fresh page

1. Chapter and Section format

The title of **Chapter 1** shall be **Introduction**. It shall justify and highlight the problem poser and define the topic and at the end of the chapter the aim, objective and scope of the work presented. It may also highlight the significant contributions from the investigation.

Use only Arabic Numerals. Chapter Numbering should be centered on the top of the page using large bold print.

Example:

CHAPTER 1

Sections

A chapter can be divided into **Sections, Sub-sections and Sub-sub-sections** so as to present different concepts separately. Sections and sub-sections can be numbered using decimal points, e.g., 2.2 for the second Section in Chapter 2 and 2.3.4 for the fourth Subsection in third Section of Chapter 2. Use only Arabic Numerals with decimals. Section numbering should be left justified using large bold print.

Example:

1.1 GENERAL

1.2 ADSORPTION

Sub Sections

Use only Arabic Numerals with two decimals. Sub section numbering should be left justified using large bold print.

Example:

1.1.1 Adsorption Isotherms

1.1.2 Langmuir Isotherms etc

2. Review of Literature

This shall normally be the **Chapter 2** and shall present a critical appraisal of the previous work published in the literature pertaining to the topic of the investigation. The extent and emphasis of the chapter shall depend on the nature of the investigation. At the end of the Chapter one should decide and depict on the proposed / present work.

For Example,

Several researchers attempted to develop mathematical models to simulate the activated sludge process. Some of these models simulate the organic removal mechanisms in wastewater treatment field, which were included in Jorgensen and Gromiec (1985), Henze (1986), Henze et al. (1987a), Tang et al. (1987), and Van Niekerk et al. (1988).

The oxygen transfer mechanism has an important place in the activated sludge process.

An estimation technique for the oxygen transfer capacity is investigated by Stenstrom et al. (1989).

3. Methodology

3.1.0 Materials:

3.2.0 Methods:

4. Results and Discussions

This shall form the penultimate chapter of the thesis and shall include a thorough evaluation of the investigation carried out and bring out the contributions from the study.

The discussion shall logically lead to inferences and conclusions as well as scope for possible further future work.

Table / Figure Format

As far as possible tables and figures should be presented in portrait style. Small size table and figures (less than half of writing area of a page) should be incorporated within the text, while larger ones may be presented in separate pages. Table and figures shall be numbered chapter –wise.

For example, the fourth figure in Chapter 5 will bear the number **Figure 5.4** or *Fig.5.4*

Table number and title will be placed above the table while the figure number and caption will be located below the figure. Reference for Table and Figures reproduced from elsewhere shall be cited in the last and separate line in the table and figure caption, e.g. (after McGregor [12]).

Equations

All the equations should be typed in equation editor and should be properly numbered

For Example, $\Delta X \propto X \Delta t$ (2.1)

5. Summary and Conclusions

This will be the final chapter of the thesis. A brief report of the work carried out shall form the first part of the Chapter. Conclusions derived from the logical analysis presented in the Results and Discussions Chapter shall be presented and clearly enumerated, each point stated separately. Scope for future work should be stated lucidly in the last part of the Chapter.

Please note: The Above is only a sample

Binding

The dissertation shall be soft cover bound in leather or rexin with the black edge soft binding

Front Covers

The front cover shall contain the following details:

- Full title of thesis in 20 point's size font properly centered and positioned at the top.
- Full name of the candidate in 14 point's size font properly centered at the middle of the page.
- A 1.25 inch X 1.25 inch size of the Institute emblem followed by the name of the Department, name of the Institute and the year of submission, each in a separate line and properly centered and located at the bottom of the page.

GUIDE LINES FOR ASSIGNMENT, SEMINAR AND PROJECT

The assignment, seminar and project work should be given due importance in curricula so as to contribute significantly in developing the careers of students. These enable the student to acquire knowledge, skills and competency required to holistic understanding of the field of discipline from which they have to be graduated.

ASSIGNMENT:

Normally assignment provides an opportunity for students to get acquainted with the innovative topics and emerging areas of interest in the field of their discipline of study.

The assignment should mainly focus on the following:

Clarity of Fundamental Concepts (Knowledge of Principles and Ideas)

Collection of Information (Relevant Significance for Now and Future)

Organization (Sequencing of Information)

Conciseness (Effectiveness in Easy to Follow)

Presenting facts (Illustration of Content in Context to Facilitate Learning)

Understanding of Principles

Interpretations (Draw Conclusions through Critical Thinking);

The theory-oriented assignments must be a minimum of 2000 words and a maximum of 5000 words depending upon the chosen topic and also not exceeding 20 pages.

Main Elements of Evaluation of Theory Assignment:

1. Title	2
2. Author's Name and Address	2
3. Table of Contents	2
4. Nomenclature	2
5. Abstract or Summary	10
6. Introduction and Aim	2
7. Review of Earlier Work	5
8. Present Method	5
9. Comment of Present Method	2
10. Proposed Method	5
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12. Discussion of Experimental or Theoretical Work	5
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14. Recommendations	5
15. Suggested Future Program	5
16. Bibliography	5
17. Appendices	3
18. Tables and Illustrations (Graphs, Images etc.,)	5
19. Other*	20
20. Total	100

* This includes interaction with faculty, meeting deadlines (regularity & punctuality), neatness and finished features of the submitting material in appropriate electronic form or written form.