



हिमाचल प्रदेश HIMACHAL PRADESH

A 363263

MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN HQ ARMY TRAINING
COMMAND AND HIMACHAL PRADESH UNIVERSITY, SHIMLA

FOR AWARD OF MASTER OF PHILOSOPHY (M PHIL) DEGREE TO OFFICERS OF
INDIAN ARMY

General

1. HQ ARTRAC is affiliated with Himachal Pradesh University, Shimla for award of M Phil degree in Psychology, Public Administration, Economics and Geography to eligible Army Officers.
2. This MOU covers the various provisions of the affiliation for award of M Phil degree and collaboration in fields of mutual interest.

Eligibility for Enrolment

3. An officer must fulfill the following conditions to be able to enroll for M Phil in Himachal Pradesh University, Shimla:-
 - (a) Should be a commissioned officer of Indian Army.
 - (b) Should have a Master's Degree in any discipline with 50% marks in aggregate either from Himachal Pradesh University, Shimla, or from any other University recognized by the Himachal Pradesh University, Shimla. This also includes all those Defence Courses whose equivalence has been recognized by various Universities to a post-graduate degree.

Terms and Conditions

4. All Army Officers (other than officers on Study Leave and Re-employed officers) can apply for M Phil in Psychology, Public Administration, Economics and Geography. Priority will be given in the selection process to officers posted at HQ ARTRAC and its Category 'A' establishments.
5. Names of all desirous candidates would be forwarded to HQ ARTRAC for scrutiny / screening and further forwarded to the University as per the time schedule given in this MOU.

Modalities for Award of M Phil Degree

6. The duration for all Courses shall be one academic year spread over two semesters. If a candidate has passed the First Semester examination but is unable to complete the Course within one year, he/she shall be permitted to complete it within a period of two years of admission.
7. Officers who are eligible for grant of M Phil degree as per conditions given at Para 3 above would have to undertake the following:-
 - (a) Undergo three interactive sessions over a period of seven to ten days each. Such programmes would be conducted at Himachal Pradesh University, Shimla. Further modalities for these interactive sessions would be circulated as and when finalized by the University in consultation with HQ ARTRAC.
 - (b) Submit a dissertation on a subject approved by the Department Councils of the respective departments, Himachal Pradesh University, Shimla and undergo a viva-voce on the dissertation submitted.
 - (c) Undertake semester examination in March / April and September / October.

Vacancies

8. 3 seats each for M Phil in Psychology, Public Administration, Economics and Geography. Candidates enrolled for M Phil in Geography will submit a dissertation on a subject related to the field of Disaster Management. If HQ ARTRAC is not able to shortlist eligible officers for the Courses, then it will not be binding on HQ ARTRAC to subscribe candidates to all vacancies.

Procedure for Enrolment

9. Officers must opt for pursuing the M Phil Programme latest by first week of June. All applications must reach HQ ARTRAC by the stipulated time, failing which applications will not be entertained. Detailed instructions on the subject will be issued to the environment well in time by HQ ARTRAC. Broad time plan is given in subsequent paragraphs.

Documents to be Submitted

10. The following documents will be submitted for scrutiny:-

- (a) Enrolment Form.
- (b) Eligibility Form.
- (c) Photocopy of Master's Degree Certificate.
- (d) Photocopy of Master's Degree Mark Sheet.
- (e) Photocopy of Date of Birth Certificate.
- (f) Migration Certificate in original.

11. Original copies of all the certificates mentioned above will be submitted along with Admission Form to the University for their scrutiny latest by 10 September, failing which late fee, as per university rules, will be charged.

Selection Committee

12. The selection committee to shortlist eligible officers will be as under:-

- (a) Patron : GOC-in-C ARTRAC
- (b) Chairman : COS HQ ARTRAC
- (c) Members : MGGS (Doctrine)
BGS, HQ ARTRAC
BGS (Concepts/CS)
- (d) Secretary : Col GS (Concepts/CS) as nominated by MGGS (Doctrine)

Establishment of University Division (UD) Cell

13. A University Division (UD) Cell has been established to function under Combat Support Section of the Doctrine Branch of HQ ARTRAC. UD cell would be responsible for interaction with Himachal Pradesh University and conduct of M Phil programme for eligible candidates as per conditions laid down above.

14. Secretary of the Selection Committee will be nominated as the Liaison Officer to carry out all coordination with the Himachal Pradesh University on various policy matters. He will act as the Basic DS (M Phil). His duties have been given at Para 18 of this MOU.

Actions by HQ ARTRAC

15. All coordination and liaison with Himachal Pradesh University, Shimla will be carried out by HQ ARTRAC. The following actions will be taken:

- (a) **June/July.** Scrutinise all the applications received from the student officers and screen / shortlist them for the M Phil degree curriculum.
- (b) **September / October (First Semester).**
 - (i) Submit scrutinised applications to Himachal Pradesh University, Shimla in respective departments.
 - (ii) There will be no entrance test for nominated officers for admission to M Phil Programme.
 - (iii) Confirmation of the admission from the University and further dissemination to the student officers.
 - (iv) Monitor and ensure deposition of enrolment fees by due date.
 - (v) First interaction programme for 7-10 days in October / November at the time of admission.
 - (vi) The Department Council shall allot a Supervisor. The candidate shall decide the topic of dissertation in consultation with his/her Supervisor which shall be finally approved by the Department Council including the Supervisor within three months from the date of appointment of Supervisor, but not later than the end of the first semester.
- (c) **March / April.**
 - (i) Finalise subjects/topics for dissertation and appoint guides for these from amongst Departmental Faculty, Himachal Pradesh University, Shimla.
 - (ii) Obtain synopsis of the dissertation from the student officers.
 - (iii) Second interaction programme for a period of 7-10 days in March before the commencement of the first semester examinations.
 - (iv) Written exam at the end of the first semester in March/April.
- (d) **April – October (Second Semester).**
 - (i) Third interaction programme to commence for a period of up to 7 to 10 days in May/June.
 - (ii) Writing dissertations and to get its draft finalized from the Supervisor(s).

(iii) Each candidate shall be required to give one seminar on the topic of the dissertation in the Department before its submission. It will be graded as outstanding, satisfactory or poor on the basis of presentation, an understanding of the subject and responses of the candidates to the queries.

(e) **October.**

(i) Submission of 4 copies of dissertation of all student officers by 31st October without late fee.

(ii) Every student officers shall pay a sum of Rs. 2000/- at the time of submission of dissertation in the evaluation section.

(iii) Conduct of viva-voce for the award of the M. Phil. degree.

Fee Structure

16. **Fees.** Fee structure as prescribed by the Himachal Pradesh University, Shimla will be applicable for the academic year.

17. Fees structure may fluctuate from session to session and is given by the University at the beginning of the session. Fees will be paid by the individual officer directly to the University in time as per instructions issued by the University in the Handbook of Information. Receipt of the same will be endorsed to HQ ARTRAC to ensure smooth conduct of the curriculum.

Duties of Basic DS (M Phil)

18. Duties of Basic DS (M Phil) are enumerated below:-

(a) To carry out all coordination with the Himachal Pradesh University, Shimla on various policy matters. He will act as the Basic DS (M Phil).

(b) Officers who wish to pursue M Phil will interact directly with Basic DS (M Phil). He will coordinate with HQ ARTRAC to have these officers grouped as per requirement of the curriculum so as to enable them to pursue the M Phil curriculum.

(c) All correspondence with the student officers pertaining to the curriculum will be handled by Basic DS (M Phil).

Collaboration in Training Programmes

19. The University and HQ ARTRAC will extend their affiliation to training programmes, seminars, symposia etc, in fields of mutual interest and as mutually agreed upon from time to time.

Modification and Scope for Enhancement

20. The University and HQ ARTRAC mutually agree to modify the terms and conditions, and / or enhance the scope of this MOU in terms of vacancies and admission in other disciplines, namely, Defence and Strategic Studies, and Disaster Management, as and when such Departments are established in the University.

Interpretation

21. In case of any dispute, the interpretation of this MOU will be jointly carried out and dispute resolved by GOC-in-C ARTRAC and Vice Chancellor, Himachal Pradesh University or their authorized representatives. For matters not covered in this MOU, the said GOC-in-C ARTRAC and Vice Chancellor will be competent to mutually take a decision.

Date of Effect

22. This MOU shall become effective from the start of the academic year 2016-17, to be signed by the authorized representatives of both parties.

In agreement of the above terms and conditions, this MOU is hereby signed by the below mentioned parties on this **Day the Second of March Two Thousand and Sixteen.**

On behalf of Himachal Pradesh University

Authorised Signatory on behalf of
Vice- Chancellor

On behalf of HQ ARTRAC

Authorised Signatory on
behalf of GOC-in-C ARTRAC

