



**UNIVERSITY OF DELHI**  
**FACULTY OF MEDICAL SCIENCES**

6<sup>th</sup> Floor, V.P.C.I. Building, Delhi - 110 007  
Phone: 011-2766 2764, Fax: 011-2766 2763 E-mail - dean\_medsci@du.ac.in

**No.: FMDS/247/PG/5648**

**09 September 2013**

*“To,*

*All concerned colleges/Institutes”*

**Sub: Submission of Thesis-Protocol of MD/ MS/MDS students, Session 2013- 2016.**

Dear Sir/ Madam,

I am to inform that the students of MD/MS/MDS Courses admitted in the year 2013 are required to submit their thesis- protocols to the College/ Institution concerned and the same must reach to the Faculty of Medical Sciences, University of Delhi by the end of October, 2013.

The thesis protocol must be presented and discussed in the meeting of the college department before it is finalized. Each protocol should be considered and approved by the PG Cell of the Institute before the protocol is submitted to Faculty of Medical Sciences. The PG Cell should, among other things, ensure that the design of protocol fulfils the statistical requirements. The need for consideration of the protocol by Institutional Ethics Committee must be considered. The PG Cell must obtain clearance from the Institutional Ethics committee before giving approval in cases in which such clearance is needed.

The Head of the Institution, while forwarding the protocols to the Faculty of Medical Sciences, should certify that the thesis protocol fulfills all the requirements stipulated by Faculty of Medical Sciences, University of Delhi, and should identify the protocols which have been considered and approved by Institutional Ethics committee.

It may be noted that protocols received after the last date as stated above and protocols not signed by the Supervisor/ Co-supervisor or signed by unrecognised Supervisor/ Co-supervisor will not be accepted. The Protocols are required to be submitted only in the prescribed format enclosed herewith.

Yours faithfully

*-Sd-*

**(H.H. Baa)**

Deputy Registrar (Medical)

henrybaa@yahoo.com

**Encl.: As above**



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**PG ORDINANCE CLAUSE 17.5**

**17.5 Thesis – protocol**

While selecting a topic for research and designing the research project, among other things, the following aspect should be taken care of:

- i The feasibility of conducting the study within available resources and time frame.
- ii In case of interventional studies involving animal or human subjects, the projects and concerned departments should fulfill the ethical and other requirements necessary for human/ animal experiments, and necessary approval should be obtained as required under rules and regulations in force.
- iii The project design should satisfy the statistical requirements in respect of sample size, and proposed analysis of data.
- iv It must be ensured that the same thesis topics are not repeated year after year. The thesis-protocol must accompany a disclosure/ explanation if a similar study has been undertaken already under University of Delhi during last five years.
- v Thesis-protocol should be submitted in the following format:

Title Page	Page 1
Certificate from Institution	Page 2
Introduction/ background including lacunae in existing knowledge	Page 3
Brief review of literature	
Objectives of research project	Page 4-6
Patients/ Subjects/ Materials and Methods including plan of statistical evaluation	Page 7
Index of references (Vancouver system of references)	Page 8-10
Appendix, if any (consent form, data sheet etc.)	Page 11-12

The thesis protocol must be presented and discussed in the meeting of the college department before it is finalized. Each protocol should be considered and approved by the PG Cell of the Institute before the protocol is submitted to Faculty of Medical Sciences. PG Cell should, among other things, ensure that the design of protocol fulfills the statistical requirements. The need for consideration of the protocol by Institutional Ethics Committee must be considered. PG Cell must obtain clearance from the Institutional Ethics committee before giving approval in cases in which such clearance is needed.

One month before the last date of submission of thesis to Faculty, each institute should send a list of the thesis being processed by PG Cell in the following format: SN, Institution, Department, Candidate, Supervisor, and Title; to facilitate appointment of examiners. An electronic copy of the list on a floppy/compact disc should be sent along with a printed copy.

The Head of the Institution, while forwarding the protocols to Faculty of Medical Sciences, should certify that the thesis protocol fulfills all the requirements stipulated by Faculty of medical sciences, University of Delhi, and should identify the protocols which have been considered and approved by Institutional Ethics committee.



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The protocols would be referred to the respective Head of the University Department for observations. In case the observations of the HOD are not received within stipulated time, approval of the HOD would be assumed. The protocols, marked by HOD, would be referred back to supervisor with approval of Chairman, Board of Research Study (BRS), through Head of the Institution, for suggested clarifications/ modifications within specified time frame. The thesis-protocols, revised thesis-protocols, comments of HOD(s), and related matters would be submitted to BRS for consideration and approval.

Any request by candidate for revision in the thesis-protocol approved by BRS should have recommendations of the institution and should be received in office of Faculty of Medical Sciences within 2 months of BRS meeting in which protocol was approved. The Chairman BRS, in consultation with concerned HOD, would take a decision in the matter. In case of dispute, the Chairmen may place the matter before an emergent meeting of BRS.

**Appendix III**

**\*SUBMISSION OF THESIS PROTOCOL AND THESIS FOR MD/MS/MDS AND SUPER SPECILITY COURSES TO THE FACULTY OF MEDICAL SCIENCES**

<b>Course</b>	<b>Thesis Protocols submission</b>	<b>Thesis submission</b>
(a). MD/MS/MDS	(a) 30 <sup>th</sup> October of the 1 <sup>st</sup> year of the course	(a) 30 <sup>th</sup> April (at the end of 2 <sup>nd</sup> year of the course)
(b) The (MD/MS) Students who have already done Diploma in Same subjects	(b) 1 <sup>st</sup> September of the 1 <sup>st</sup> year of the course	(b) First week of October in the 2 <sup>nd</sup> year of the course.
Super Specility course (where applicable)	30 <sup>th</sup> November of the first year of the course	30 <sup>th</sup> November (beginning of the 3 <sup>rd</sup> year of the course)

\* Subject to change on recommendation of the Board of Research Studies (BRS).

The Protocols will be reviewed by the Head of the Departments within four weeks after receipt of the protocols by the Faculty of Medical Sciences. Any Comments/revision of protocols, if necessary should be communicated by the HOD Faculty of Medical Sciences to the candidate and the Institution within four weeks of submission of the protocols. The revised Thesis protocol should be received not later than eight weeks from the actual date of submission (i.e. 30<sup>th</sup> October for MD/MS/MDS and 30<sup>th</sup> November for Super specialty courses). The BRS should consider the protocols by 15<sup>th</sup> January for MD/MS/MDS courses and 15<sup>th</sup> February for Super Specialty courses and communicate the approval to the Institution and candidates.

Any request by candidate for revision in the thesis-protocol after approved by BRS should have recommendations of the institution and should be received in office of Faculty of Medical Sciences within 2 months of BRS meeting in which protocol was approved. The Chairman BRS, in consultation with concerned HOD, would take a decision in the matter. In case of dispute, the Chairmen may place the matter before an emergent meeting of BRS.