

General guidelines for Dissertation / Project work (Internal / External students)

Central Research laboratory of MGMSBS is a Research Lab involved in providing services to Researchers of Industries and Academia in three different ways:

- A. Research Project
- B. Analytical instrumentation facility
- C. Training

A. Research Project: The Programme is specially designed in a way to provide necessary opportunity to the students of science and technology discipline to work in valuable research projects which is a part of their curriculum.

A.1 Salient features of Programme

- Students joining for research projects will be mentored with essential research and implementing insights
- Students joining for research projects can avail research facility 8 hours per day during their project period
- Project students will be given access to Standard operating procedures during the project period which helps them to finish the experiments in timely manner.
- Project students will also be assisted with the closed or selective access articles from reputed publishing bodies for improving their research standard
- Project student will be guided to write his/her own dissertation as per the university norms.
- Project students will be assisted in writing research papers and assistance will also be extended in peer reviewed journal communication. The authorship will also be given for project student's internal guide and department head, with necessary inputs from their end.
- Internet facility shall be provided for outstation learners for literature studies.
- *Our institute will provide infrastructure and intellectual inputs, rest all will be borne by the student (consumables/travel/additional test to done at other locations) in addition to the project charges (institutional fees) that will be charged by us.*

A.2 Applicants

The following are eligible to apply:

- Inhouse Students
- Research Organization
- Researchers from National and International Institute
- PhD Scholar /MSc students from other institutes / UG students in related research areas who are currently working at institute in India

An applicant must not submit more than one application.

A.3 Proposal category

- You can propose any research topics related to current 'Research Areas with reference to facilities presently available at MGMSBS, MGMIHS'.
- The collaborating institute will provide only infrastructure and intellectual inputs, rest all will be borne by the student (consumables/travel/additional test to done at other locations) in addition to the project charges (institutional fees) that will be charged by us.
- Proposer is required to formulate an NOC/MOU/MOA/Etc. from the parent institute to carry out work at MGM.
- We welcome interdisciplinary research projects in areas, such as Pharmacology, Toxicology, Phytochemistry, Nanotechnology, Molecular Biology, Biochemistry, Microbiology, Biotechnology Agro technology, Genomics etc.

A.4 Duration of project: Duration/starting date: 1 month internship, project / dissertation upto 6 months to 1 year for students as well as industry.

A.5 Proposal format

Proposals should be written in English with full details of the project.

The proposal should be typed in Arial font with font size of 10 pt., one & half-spaced and in Word format. **(Annexure 1)**

Proposals that do not meet these requirements will be automatically excluded from consideration.

A.5 Regulatory Approvals

The researcher is responsible for application, correspondence, co-ordination and seeking approval (ethical wherever needed) of selected project. **(Annexure 2)**

A.6 Submission of proposal

Submit your proposal and supply requested information through email at below mentioned id. sbsnm@mgmuhs.com

A.7 Fee structure: The laboratory fee charged for the programme is nominal. The fee may vary based on the duration and stream. Hence you are requested to apply for the programme in order to obtain the right fee. **(Annexure 3)**

B. Analytical Testing Facility

MGM Central Research Laboratory houses a variety of major analytical instruments which are operated and maintained by a dedicated and qualified group of Scientists and technicians. It is an integral part of MGMIHS, and is operates with an "open access policy". The result of this policy is that all can benefit from the services. The Institute has a well setup infrastructure which can undertake various testing and research. The testing jobs can be initiated by faculty once request is received for the testing job. The procedure for overall operation of the project is similar like that of consultancy project. **(Annexure 4)**

The main objectives of MGMIHS facilities are:

➤ To provide guidance and acquisition of data using Sophisticated Instruments for students, teachers and personnel from other Laboratories, Universities and Industries for R&D work.

General Guidelines

1. All the users are required to submit MSDS (Material Safety Data Sheets) for each sample they submit and a certificate stating that the samples submitted are non- toxic / non-hazardous and that the sample does not require special precaution while handling
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C. Training: Salient features

- Our training covers individual techniques as well as complete job role
- Our training programmes develop the candidates with effective practical skills in the respective module
- Our training programmes improve the vision of applying the learned – Duration of training one week
- List of training programs
 - a) Zebra fish housing and care
 - b) Basics of hydroponics
 - c) Microbiology techniques
 - d) RT-PCR
 - e) Conventional PCR and Gel electrophoresis

Admission policy

MGMSBS accepts application for any of the above programs. The applicant must be duly filling the application form and should provide proper and original information.

The selection of the candidate for any programme will be on case to case basis.

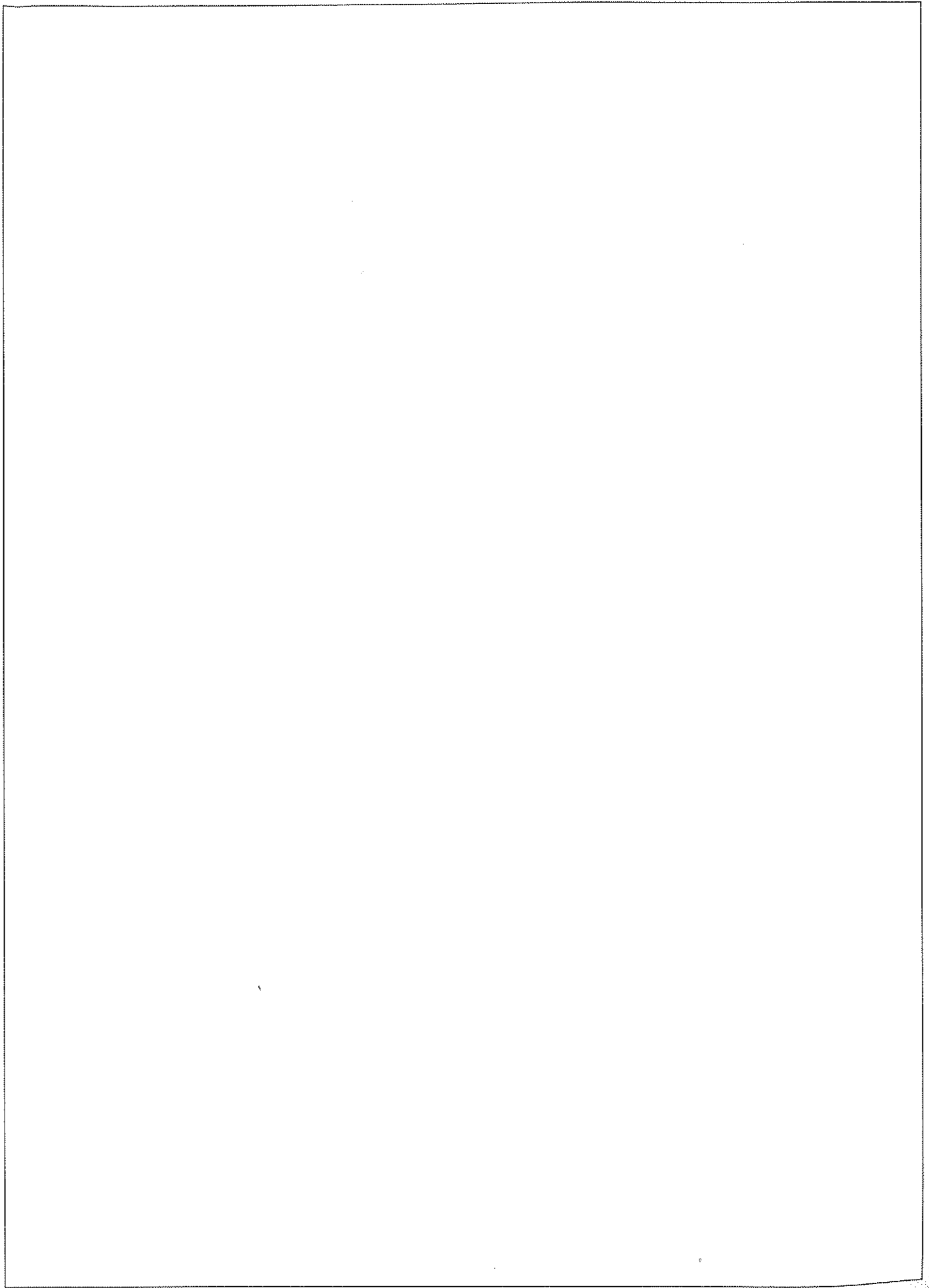
If any applicant has been rejected for the course, he/she will not be encouraged for admission verification for the same course for minimum of next 3 months.

Applications of different course by a same applicant will not be encouraged for processing at the same time. Any one of the application will be taken in to process.

NOTE: These funds can be utilized for maintenance of Instruments/ AMC / arranging workshop / seminar / conference or any MGMSBS student development activity.

Publications of Results: Investigators wishing to publish technical/ scientific papers based on the research work done under the project, should adhere to the guidelines of MGMIHS and Parent

organization and acknowledge the assistance received in the publications. If the results of research are to be legally protected, the results should not be published without action being taken to secure legal protection for the research results. In all publications of research work, wherein the analytical services of the MGMIHS have been made use of, MGMSBS, MGMIHS shall be duly acknowledged. Kindly send us the publication reference (Journal name/volume number/names of the authors/date of issue of the publication etc) to us.



Annexure 1



MGMIHS Incubation and Innovation Centre
MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)

Format for submission of Research project

1. Name of PI/Guide:
2. Name of Co-PI/Co-Guide:
3. Name of Applicant :
4. Title of project:
5. Duration:
6. Subject area:
7. Classification of project (product/process/device/technology etc.)
8. Summary of the Proposed Research :
(About 200 words)
9. Why do you feel the necessity to undertake this work?
(About 100 words)
10. Background Information (National):
11. Background Information (International):
12. Lacunae (Rationale) in our Understanding in the related subject :
(About 100 words)
13. Objectives :
14. Materials & Methodologies:
15. Ethical consideration : animal/human etc. :
16. Time line and activity:
17. Expected Outcome/industrial perspective :
18. Budget (Consumables, Equipment etc.):
19. Source of Funding: (self/scholarship/institute/other)
20. References cited :

Annexure 2

ECRHS Application Form

Title of the project _____

	Name	Designation	Dept. & Inst.
Principal Investigator			
Co-Investigator			
Co-Investigator			
Co-Investigator			

Non-sponsored study **Sponsored study**

If Non-Sponsored Study

Thesis/dissertation ICMR student ship Other Academic

Please mention approx. date of submission of thesis/dissertation (month & year) _____

If Sponsored study whether

1. Indian a) Government b) Industry c) Institutional

2. International a) Government b) Private c) UN agencies

3. Industry

Address of Sponsor:

Total Budget : Rs. _____

Research Fund will be deposited in: DJST DDF Research Society Other

If other, please specify _____

Please give details of allocation of budget in attachment.

1. Type of Study :Prospective Retrospective Single center Multicentric If multicentric, how many centers _____**2. Does the study involve use of :** Drug / Vaccine Device Alternative Medicine Any other Not Applicable If other, please specify _____**i) Is the test drug / device marketed in India** Yes No Is it marketed in other countries: Yes No Specify _____

If marketed in India, please attach package insert

If not marketed in India, please attach Drugs Controller General (India) [DCG(I)] permission.

ii) Is the test drug an Investigational New Drug (IND)? Yes No

If yes, please submit Investigator's Brochure which contains data of pre-clinical studies.

If IND, please also attach DCG(I) permission.

iii) Does the test drug involve a change in use, dosage, route of administration? Yes No

If yes, please attach copy of DCG(I) permission.

3. Clinical Study is : Phase I Phase II Phase III Phase IV **4. Subject selection:**i) Number of subjects at this centre I multicentric, total number of subjects ii) Vulnerable subjects Yes No (If yes, tick the appropriate boxes)pregnant women children elderly fetus illiterate handicapped seriously/terminally ill mentally challenged economically/socially backward any other If other, please specify _____iii) Special group subjects Yes No (If yes, tick the appropriate boxes)employees students nurses/dependent staff any other

If other, please specify _____

4. Does the study involve use ofi) fetal tissue or abortus Yes No ii) organs or body fluids Yes No iii) recombinant/gene therapy Yes No

If yes, please submit a copy of Genetic Engineering Advisory Committee (GEAC) permission.

iv) ionizing radiation/radioisotopes Yes No

If yes, please submit a copy of Bhabha Atomic Research Centre (BARC) Permission.

v) infectious / biohazardous specimens Yes No

vi) Will pre-existing/stored/left over samples be used?	Yes	No
vii) Will samples be collected for banking/future research	Yes	No
viii) Will any sample collected from patient be sent abroad? If yes, please submit a copy of Director General of Foreign Trade (DGFT) permission.	Yes	No
ix) Is there any collaboration with any foreign lab., clinic or hospital ? If yes, please submit a copy of Health Ministry Screening Committee (HMSC) approval.	Yes	No
5. Will any advertising be done for recruitment of Subjects? (Posters, flyers, Brochures, etc.) If yes, kindly attach a copy for ECRHS review.	Yes	No
6. Data Monitoring		
i) Is there a Data & Safety Monitoring Board/Committee (DSMB)?	Yes	No
ii) Is there a plan for interim analysis of data?	Yes	No
iii) For how long will the trial data be stored? _____ years		
7. Is there compensation for participation? If Yes, Monetary <input type="checkbox"/> In kind <input type="checkbox"/> Specify amount / type: _____	Yes	No
8. Are there any arrangements for compensation of trial related injury? No <input type="checkbox"/> Yes <input type="checkbox"/> Please submit a copy of the insurance policy if it is available.		
We hereby declare the information given above is true and that we do not have any financial or non - financial conflict of interest.		
Signature of Principal Investigator: _____		
Signatures of Co- investigators: 1. _____ 2. _____ 3. _____		
Forwarded by Heads of Department(s) _____		
Stamp/Seal of the Department(s)		

14.3 Appendix 3: Check List of Documents

Sr. No.	Document	Yes	No
1	ECRHS application form		
2	Summary of protocol		
3	Protocol		
4	Amendments to protocol		
5	Informed consent document in English		
6	Informed consent documents in Regional languages (Total No.:)		
7	Back translations of Informed consent documents		
8	Amendments to the informed consent document		
9	Case Record Form / Questionnaire		
10	Principal investigators Current Curriculum Vitae		
10	Subject recruitment procedures: advertisement, letters to doctors, notices		
11	Investigator Brochure		
12	Ethics Committee clearance of other centers (Total No.)		
13	Insurance policy		
14	Drugs Controller General (India) [DCG(I)] clearance		
15	Investigator's agreement with sponsor		
16	Investigator's undertaking to DCG(I)		
17	Health Ministry Screening Committee (HMSC)approval		
18	Bhabha Atomic Research Centre (BARC) approval		
19	Genetic Engineering Advisory Committee (GEAC)approval		
20	Director General of Foreign Trade (DGFT) approval		
21	FDA marketing/manufacturing license for herbal drugs.		
22	Other Documents		

Annexure 3

**The Demand Draft should be in favour of "MGM School of Biomedical Sciences"
Or**

Online payment through "SBI Collect portal"

For Student

Type of work	Charges
Dissertation	Rs.5000/- per month for not more than 6 months
Internship	Rs. 5000/- per month
Training	Rs. 3000/- Per week

For Industry

Type of work	Charges
Internship	Rs. 10,000/- per month
Training	Rs. 5000/- Per week

Annexure 4

**The Demand Draft should be in favour of "MGM School of Biomedical Sciences"
Or**

Online payment through "SBI Collect portal"

No Of Samples	Instrument	Charges Without Tax		Remarks
		Industry	Students	
1	EVOS Florescent microscope	2000/-	500/-	Per Sample
1	Elisa	200/-	50/-	Per Sample
1	Elisa Spectrophotometer	400/-	100/-	Per Sample
1	RT PCR	2000/-	500/-	Per Sample
1	Wee 16	1000/-	250/-	Per Sample
1	Gel Electrophoresis	1000/-	250/-	Per Sample
1	Stereo microscopy	400/-	100/-	Per Sample