



SIGMA
UNIVERSITY
— **VADODARA** —

Research Policy & Thesis Format Guidelines

(Approved in 4th Academic Council Meeting, dated on: 13.12.2024)

SIGMA UNIVERSITY

Ajwa-Nimeta Road

At & Po: Bakrol, Vadodara-390019

Gujarat (India)

www.sigmauniversity.ac.in

Research Policy		
Short Description	:	This manual establishes the research policy to promote a cohesive research culture across Sigma University, ensuring consistency in both administrative and academic decisions.
Scope	:	This Policy apply to all researchers of the University
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1 Preamble

The reputation of any educational institution is fundamentally linked to its scholarship, research productivity, and innovation. The success of a university in fulfilling its objectives is significantly influenced by the faculty's alignment with the various research initiatives undertaken within the institution. Therefore, this research policy is designed to support Sigma University and its faculty in achieving excellence and making meaningful contributions to organizations and society at large. By fostering a culture of inquiry and collaboration, this policy aims to enhance research capabilities, encourage innovative practices, and promote a robust academic environment that prioritizes impactful scholarship.

2 Objectives

This policy establishes a comprehensive framework to guide research and uphold the integrity of scholarly inquiry at the University. The objectives of this policy are as follows:

- i. To promote research, innovation, and the development of intellectual capital.
- ii. To ensure the highest standards of integrity, quality, and ethics in research activities.
- iii. To foster the integration of teaching and research through translational and instructional research methodologies.
- iv. To incentivize the generation and dissemination of intellectual capital.
- v. To cultivate an environment that encourages interdisciplinary collaboration and engagement in research initiatives.
- vi. To enhance the University's reputation as a leader in research excellence and innovation on a global scale.

This policy is designed to not only support the advancement of knowledge but also to ensure that all research conducted under the auspices of the University adheres to ethical guidelines and contributes positively to society.

3 Promotion of Research

The University is committed to fostering a culture of research by empowering its researchers to select their research topics freely and to seek support from a diverse range of funding sources. Researchers are encouraged to disseminate their findings and conclusions widely. However, all research activities will be subject to review by the

University, allowing for constructive feedback from peers to enhance the quality of scholarship.

It is imperative that all research methodologies adhere to established professional ethical standards, ensuring the health, safety, privacy, and other personal rights of human subjects are upheld. Furthermore, researchers must ensure that no harm or suffering is inflicted on animals involved in their studies.

To promote a conducive research environment, the University will provide necessary resources, including space, facilities, and partial funding, based on the scholarly and educational merits of each proposed project. While the availability of resources may be limited, the University is dedicated to supporting impactful research endeavors. Additionally, the University will offer development opportunities for researchers, including training in proposal writing, report preparation, publication strategies, and patent filing, to further enhance their research capabilities.

4 Identification of Thrust Area

While researchers are encouraged to select their own research topics, it is essential that their work aligns with socially relevant issues. The university expects each institute and department to compile a comprehensive list of research topics to enhance focus and direction in their efforts. This compilation will serve as a "bank of thrust areas," encompassing a diverse array of topics under each discipline and department. It is required that 70% of research topics selected by faculty and students originate from this bank.

The bank will facilitate various research activities, including:

- i. Access for research scholars, who may utilize it for their doctoral theses.
- ii. Utilization by faculty members for identifying subjects for both minor and major research projects.
- iii. Engagement for industry-sponsored projects or collaborative initiatives with other institutions.

By fostering a structured approach to research topic selection, the university aims to promote impactful and relevant contributions to society.

5 Research at the Undergraduate and Postgraduate Levels

At our university, we recognize the equal importance of teaching and research in fostering a comprehensive educational experience. From the outset, the establishment of

this institution aimed to enhance creativity among undergraduate and postgraduate students through the integration of research components within the curriculum. This is particularly vital in the final or pre-final year of undergraduate programs and the concluding year of postgraduate studies.

To this end, we will incorporate a Minor Research Project and a Major Research Project in the pre-final and final years of the undergraduate program. Under the mentorship of faculty members, students will engage in research on a selected dissertation topic and submit their findings periodically for evaluation. The final project will culminate in a formal submission to the institution, accompanied by a viva voce examination to assess their understanding and presentation of the research.

In postgraduate programs, research is emphasized even more significantly. Students will receive rigorous training designed to cultivate robust research skills, preparing them for the complexities of advanced inquiry and professional practice. The university is committed to continuously enhancing research training across both undergraduate and postgraduate programs, ensuring that our students are well-equipped to contribute meaningfully to their fields.

Furthermore, we aim to establish an environment that nurtures innovative research and collaboration, aligning with our strategic goals of academic excellence and societal impact.

Idea Lab: To foster innovation and creativity among students, the University recognizes the need for dedicated spaces where they can explore and develop their ideas. The establishment of an Idea Lab in each institution, and eventually at the University level, will provide students with the infrastructure necessary to pursue their research initiatives. This lab will serve as collaborative environment where students can engage with various fields of knowledge, pose questions, and refine their concepts.

The Idea Lab will not only facilitate the development of research skills but also enhance students' critical thinking abilities. By providing resources and support, it will enable students to concretize their ideas, design comprehensive research studies, and effectively report their findings. Additionally, the lab will encourage research scholars to publish their work and explore opportunities for patenting their innovations. Through these initiatives, the University aims to cultivate a culture of research and entrepreneurship, ultimately contributing to the advancement of knowledge and societal development.

6 Ph. D Programme

The Ph.D. Program at Sigma University will adhere to the Ph.D. Regulations established by the University Grants Commission (UGC) under the Minimum Standards and Procedures for the Award of Ph.D. Degree Regulations, 2022, with updates as mandated by UGC, New Delhi.

Recognizing its status as a self-financed institution, Sigma University acknowledges its limited resources for conducting research and developing a robust infrastructure across various fields. In light of this, the University shall proactively sought collaborations with prominent national institutions that possess the necessary research infrastructure and expertise to guide scholars in diverse areas of study. Notable institutions are identified for collaboration include the Physical Research Laboratory (PRL), Indian Space Research Organization (ISRO), Indian Institute of Plasma Research (IPR), and B.V. Patel Pharmaceutical Education & Research Development Centre etc.

To further enhance doctoral research, the University will allocate a dedicated budget for scholarships and research facilities in various institutions. It will also continue to identify reputable R&D organizations for doctoral research partnerships and foster strong connections with them. Additionally, the University encourages faculty and research scholars to seek funding for attendance at international conferences from external agencies, contributing matching funds to uphold the quality of research outputs.

Research scholars are expected to actively pursue the publication and patenting of their work. All patenting and copyright processes will be facilitated through the **“Shaily Sigma Incubation Centre”**, which provides comprehensive support for the protection and commercialization of intellectual property. This policy aims to ensure that research outcomes contribute meaningfully to the University’s innovation ecosystem while safeguarding the intellectual contributions of its scholars. The Sigma University shall be the first applicant in all patent and copyrights filed by the Students, Staff, Research Scholar of the University.

7 Minor Research Projects

The University is committed to fostering a culture of research among its faculty, particularly supporting early-career academics in their scholarly endeavors. To this end, the University will establish a dedicated funding scheme aimed at facilitating Minor Research Projects. Faculty members are encouraged to submit proposals for these projects to a designated committee at either the departmental or university level. Based

on the committee's evaluations, The University shall extend financial support for each project, as determined by the committee's evaluations.

To ensure effective oversight and continuous improvement, a committee will be established at the departmental or institutional level to conduct periodic assessments of the ongoing projects. Researchers will be required to submit quarterly progress reports for each Minor Research Project to the University, ensuring transparency and accountability in the use of allocated funds. Additionally, the University will allocate a specific budget each year within each institution to sustain this initiative.

The Minor Research Project Scheme is strategically designed to enhance the research capabilities of early-career faculty, guiding them from the preparation of proposals through to conducting research and drafting comprehensive reports. Furthermore, this initiative will assist faculty in developing proposals for larger research endeavors. The University is dedicated to nurturing research activities among its young faculty members and will allocate adequate resources to support these important efforts.

8 Major Research Projects

The University is committed to enhancing its portfolio of recognized funding agencies, which will include esteemed organizations such as GUJCOST and the Department of Science and Technology (DST), among others, to bolster significant research initiatives. Faculty members are strongly encouraged to submit proposals for Major Research Projects to these agencies. Prior to submission, all proposals will undergo a comprehensive review process conducted by the University to ensure alignment with institutional standards and strategic priorities.

To facilitate the successful implementation of Major Research Projects, the University will provide robust infrastructure and facilities. Furthermore, a structured monitoring mechanism will be established to oversee the progress of externally funded Major Research Projects. This mechanism will ensure the accurate maintenance of financial records and the timely submission of utilization certificates in accordance with the requirements set forth by the funding agencies.

In instances where external funding is not available, the University will proactively support key Major Research Projects through independent funding. A dedicated budget shall be allocated specifically for this purpose, ensuring that critical research initiatives receive the necessary resources to thrive. This strategic approach underscores the

University's commitment to fostering a vibrant research culture that drives innovation and academic excellence.

9 Collaborative Research Projects

In today's rapidly evolving environment, collaboration between academia and industry is vital. The University acknowledges the necessity of engaging with industry partners and various organizations to make significant contributions to society. Many businesses face unique challenges and actively seek the University's expertise to devise effective solutions. To facilitate such collaborations, the University has established the following initiatives:

i. Industry Sponsored Research Project

Organizations may sponsor research projects conducted by qualified experts at the University. Financial support for these projects will be provided by the sponsoring organization. In instances where the research results in a registered patent, the revenue generated will be equitably shared among the industry partner, the researcher, and the University. This collaborative model provides three key advantages: (a) researchers gain valuable experience in their respective fields; (b) industries receive innovative solutions to their challenges; and (c) financial benefits are distributed among the researcher, the University, and the industry partner. Ultimately, this partnership yields significant benefits for society as a whole.

ii. Interdisciplinary Research

The importance of interdisciplinary research is increasingly recognized in both academic and professional realms. No single department, institution, researcher, or scholar can effectively tackle research challenges that cross multiple disciplines without collaborative efforts. To achieve meaningful outcomes, the University is dedicated to fostering interdisciplinary research initiatives. In support of advancing interdisciplinary collaboration, the University adopts a structured approach that encompasses the following key objectives:

- **Enhancing Collaborative Networks:** Establishing robust partnerships between various departments and external organizations to facilitate knowledge exchange and resource sharing.



- **Promoting Resource Allocation:** Allocating resources to support interdisciplinary research initiatives, ensuring that researchers have access to necessary tools and expertise.
 - **Encouraging Innovative Solutions:** Fostering an environment that encourages innovative thinking and the development of creative solutions to complex challenges through collaborative efforts.
 - **Measuring Impact:** Implementing mechanisms to assess the impact of interdisciplinary research projects on both academic outcomes and societal benefits.
- a. **Identification of Interdisciplinary Research Areas:** Focus on recognizing and prioritizing areas of interdisciplinary potential that align with the University's strategic goals and contribute to societal and technological advancement.
 - b. **Formation of Cross-Disciplinary Expert Teams:** Identify and assemble experts from relevant fields to foster collaborative partnerships that leverage diverse knowledge bases and skill sets.
 - c. **Infrastructure Assessment and Development:** Conduct thorough assessments of the infrastructure needed to support specific interdisciplinary research initiatives, ensuring that facilities and technological resources meet project demands.
 - d. **Resource Exploration and Allocation:** Actively explore and secure funding and resources necessary to support interdisciplinary research, fostering an environment where such projects can thrive and yield impactful outcomes.

These objectives will guide the University's efforts to build a robust interdisciplinary research framework that not only expands academic boundaries but also addresses complex, real-world challenges through integrated expertise and innovation.

iii. Case Study-Based Research Approach

In design-oriented disciplines such as architecture and urban planning, learning is inherently hands-on, driven largely through studio-based design applications. Theoretical courses serve as critical supplements to these studio exercises, enabling students to explore and refine solutions to real-world projects and issues. Research carried out to solve these live projects forms a foundation for studio work, fostering a range of solution pathways within specific contexts.

Through a studio-based research approach, students not only generate innovative solutions but also raise awareness of significant issues to relevant authorities. This research can lead to practical applications that may be implemented directly in the field. Working with real-life challenges enhances students' comprehension of practical solutions and cultivates their understanding of the complexities involved in real-world applications.

Moreover, studio-based research can integrate shared interests with public institutions, academia, and industry partners, encouraging a collaborative interface. Such research aligns with the University's mission to promote development-oriented initiatives and community engagement.

To streamline and optimize the effectiveness of this approach, the following strategies can be adopted:

- a. **Identification of Developmental Zones:** Recognize potential areas within and around the city where development interventions at the urban and local levels could be beneficial.
- b. **Proposal of Contextual Solutions:** Develop context-specific proposals to address identified urban and local challenges, fostering advancement in these regions.
- c. **Exploration of Practical Execution and Benefits:** Assess the feasibility of proposed solutions and their benefits for students, faculty, and the University.

This case study-based research framework will not only enhance the educational experience but also position the University as an active contributor to community and regional development.

10 Collaborative International Research

In today's interconnected world, knowledge is generated across various regions globally. Collaborative international research is crucial for fostering mutual learning and sharing expertise. The University has established multiple Memoranda of Understanding (MoUs) with esteemed universities and research institutions abroad to engage in joint research endeavours in areas of shared interest.

To facilitate these collaborations, a Task Force will be established under the Dean of the Faculty of Doctoral Studies and Research. This Task Force will actively explore opportunities for collaborative research, focusing on strategic areas of interest, determining effective methodologies for conducting such research, and addressing other

relevant considerations. The Task Force will operate under the direct supervision of the Provost, who will oversee all initiatives related to international collaborative research. This framework aims to enhance the University's research capabilities, promote innovative partnerships, and contribute to the global advancement of knowledge.

11 Training for Research and Publications

Recognizing the enthusiasm of our faculty members to engage in research, the University acknowledges that many may lack the necessary expertise to develop robust research proposals or may possess insufficient research skills. As a result, their efforts are often not effectively channelled, leading to a high rate of proposal rejections by funding agencies. Additionally, the publication of research papers may be hindered by a lack of understanding of the appropriate writing styles and submission formats, which can result in papers being declined.

To address these challenges, the University is committed to organizing comprehensive training programs aimed at enhancing the research and publication capabilities of our faculty. These programs will focus on critical areas such as proposal writing, research methodology, data analysis, and academic writing skills. By equipping our researchers with the necessary tools and knowledge, the University aims to foster a culture of excellence in research and facilitate successful outcomes in both funding applications and scholarly publications.

12 Publication of Papers and Journals

Publication of research papers is essential for enhancing the academic reputation and effectiveness of the University. Faculty members are expected to engage in continuous publication efforts in high-quality, peer-reviewed journals. To support this objective, the University will implement a structured approach to encourage faculty publications with specific targets. Each faculty member will be required to publish a designated number of research papers in recognized refereed journals at both national and international levels, as identified by their respective institutes.

The research papers intended for publication in these selected journals, as well as those planned for presentation at national and international conferences, will undergo rigorous evaluation and guidance by a committee of senior professors. Moreover, each institution within the University will be encouraged to establish and maintain a quality journal and to periodically organize research conferences. These initiatives will aim to

foster a vibrant research culture, stimulate academic discourse, and contribute to the broader body of knowledge within their respective fields.

13 Patents and Intellectual Property Rights (IPR)

The University is committed to enhancing its research capabilities, with a specific focus on fostering innovations that lead to patent filings. Existing guidelines have been established to facilitate this process. Researchers and scholars are strongly encouraged to utilize the “**Shaily Sigma Incubation Centre**” for the patenting of any innovations they develop.

To ensure the integrity and viability of patent applications, the University has implemented a comprehensive review process involving three distinct levels of scrutiny:

- i. **Departmental Level:** Initial evaluation conducted within the respective academic department.
- ii. **Expert Committee Level:** Assessment by a committee of experts in the relevant field.
- iii. **University Level:** Final review by a university-level committee, which includes legal counsel specializing in intellectual property law.

The University assumes all expenses associated with the patent application process. In the event that a patent is commercialized, revenue generated will be shared between the researcher and the University in accordance with guidelines established and updated periodically.

This proactive approach not only supports the University’s mission to promote innovation but also ensures that the intellectual contributions of our researchers are recognized and rewarded appropriately.

14 Centre of Excellence (CoE)

The University aims to cultivate an environment within each department and institution that fosters expertise in specific research areas, positioning them as recognized leaders in their respective fields. This strategic focus will enhance the concentration on targeted research activities within specialized domains. Through these initiatives, the University seeks to promote designated departments or institutions as Centres of Excellence, thereby establishing a foundation for sustained advancement in specialized thrust areas. This approach will not only elevate the University's research profile but also contribute

to the broader academic community by driving innovation and collaboration across disciplines.

15 Incentives for Outstanding Research

The University is committed to fostering high-quality research across various key areas of study. To achieve this, we will recognize, and reward outstanding research contributions made by faculty members, researchers, and research scholars. The University will implement a comprehensive incentive scheme aimed at encouraging and supporting these individuals in their research endeavours. The incentives will include, but are not limited to, the following:

- i. Financial rewards to recognize exceptional research efforts.
- ii. Awards and prizes to acknowledge significant contributions to the academic community.
- iii. Increased funding for ongoing research projects that demonstrate potential for impactful outcomes.
- iv. Certification and enhanced weightage in the career advancement scheme to facilitate professional growth.

Through these measures, the University aims to create an environment that not only values research excellence but also motivates its community to strive for innovation and scholarly achievement.

16. Establishment of Research Chairs and Professors

The University shall establish research chairs and implement a scheme for the appointment of Professors Emeritus or Research Professor/Associate Professor/Assistant Professor for a defined term. These positions will be filled by distinguished senior scientists or scholars who will conduct research on significant and impactful topics. The research chair professors will also assume a portion of the teaching responsibilities, in accordance with the principle of integrating research and education. This integration aims to enhance the academic experience by fostering a collaborative environment where teaching and research inform and enrich one another.

17. Establishment of the Directorate of Research (Dean, Faculty of Doctoral Studies & Research)

To advance, oversee, and incentivize research activities, the University will establish a dedicated Directorate of Research, headed by a senior academician. This Directorate will be responsible for the daily management and monitoring of research initiatives, generating innovative ideas across various disciplines, implementing these concepts, and ensuring compliance with funding requirements. Additionally, it will continuously assess the effectiveness and outcomes of research activities.

The Directorate of Research will play a vital role in fostering a vibrant research culture within the University, facilitating the dissemination of research findings to the broader community, and integrating research efforts with teaching and learning processes. Its functions will be pivotal in promoting collaboration among faculty, students, and external stakeholders, thereby enhancing the overall impact of the University's research endeavors.

18. Research Park

The concept of a Research Park is a contemporary initiative designed to foster collaborative research endeavors. Within this framework, an appropriate infrastructure and conducive environment will be established to facilitate research activities, enabling both the University and industry partners to invest resources. This collaboration allows experts from both sectors to work together to address industry challenges and generate new knowledge that ultimately benefits society. The Research Park will serve as a hub where various institutions within the University can engage in joint research projects, promoting innovation and practical solutions through interdisciplinary cooperation.

19. Research Misconduct

The University is committed to upholding the fundamental principles of research integrity. We define research misconduct as any act of fabrication, falsification, or plagiarism occurring in the proposal, execution, or evaluation of research, as well as in the reporting of research findings. It is important to clarify that research misconduct does not encompass honest errors, differences in professional opinion, or authorship disputes that do not involve plagiarism. Additionally, violations of other University policies, such as those related to sexual harassment, fall outside this definition.

Research misconduct poses a significant threat to the integrity of the scholarly profession and undermines the credibility of researchers. Such actions contradict the core values that the University seeks to promote and maintain.

The University takes all allegations of research misconduct with the utmost seriousness. We are committed to ensuring that the processes for inquiry, investigation, and adjudication are clearly defined, equitable, and just for all parties involved. These procedures will reflect our dedication to fostering a culture of integrity and accountability in research.

20 Review of the Policy

This policy will undergo a comprehensive review every three years to ensure its relevance and effectiveness. The review process will assess the policy's alignment with the university's strategic goals, emerging research trends, and best practices in academic research. Any necessary updates or revisions will be made to enhance its applicability and to foster a dynamic research environment within the institution. Feedback from stakeholders will be integral to this process, ensuring that the policy remains responsive to the needs of the university community.

Guidelines for the preparation of Ph. D. /Master/ Bachelor Courses Dissertation/Thesis/Project Report



Sigma University
At. Post – Ajwa Nimeta Road,
Bakrol, Vadodara – 390019,
Gujarat, INDIA

Ph. D./Master/Bachelor Courses Dissertation/Thesis/Project Report Format Guidelines			
Short Description	:	These guidelines outline the requirements and formatting standards for Ph.D. and Master's theses to be submitted to Sigma University. They are designed to ensure consistency, clarity, and adherence to academic standards in the submission process. All candidates are required to follow these guidelines meticulously when preparing their theses for submission, ensuring that their work meets the University's expectations for academic excellence and integrity.	
Policy Status	:	<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Revised
Date of Approval of Version 1	:	13 December 2024	
Revision No	:	NA	
Brief Description of Last Revision	:	NA	
Date of Approval of Current Revision	:	13 December 2024	
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Approval Authority	:	Academic Council	
Responsible Officer	:	Co-Supervisors, Supervisors, Head of Departments, Deans/Directors	

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1. Introduction

- 1.1 The guidelines outlined in this document are intended to ensure that the thesis is prepared in a format suitable for library cataloguing. As a product of original research and thought, the thesis is designed to be presented in a format that meets the standards of published works.
- 1.2 This document covers the general rules of quality, format and appearance. Students should consult their Project Guide for specific content requirements.
- 1.3 It is the student's responsibility to read and follow the requirements presented here. The final copies will not be accepted if they do not fulfil the criteria described below:

2. Originality

- 2.1 The thesis must present the student's own account of their investigations.
- 2.2 It should either be a record of original work or a structured and critical analysis of existing knowledge, demonstrating that the field has been thoroughly examined.
- 2.3 The thesis should be a cohesive document, presenting a well-structured argument. It must include a critical evaluation of relevant literature, a description of the research methods used, and a discussion of the findings. A complete bibliography and references should also be included.
Preliminary pages from dedication (if any) to abbreviations shall be numbered using Roman numerals in lower case, while the text starting from the Introduction shall be in Hindu - Arabic.
- 2.4 The originality of the thesis will be verified using an anti-plagiarism tool, approved and provided by the University

3. Thesis Components

A Thesis shall be contained the following parts in the order shown:

- 3.1 Title Page (Annexure – I) Containing:
 - The Thesis Title
 - Full name of the candidate, Enrolment No.
 - Supervisor & Co-Supervisor Names
 - Degree of which thesis is submitted
 - Name of The University (with Address)Month & Year of Submission
- 3.2 Thesis Certificate Page (Annexure – II)

3.3 Declaration Certificate (Annexure – III)

3.4 Originality Report Certificate (Plagiarism Report)

3.5 Abstract

Abstract must be written on a separate page which should provide a concise summary of the thesis in maximum 300 - 500 words.

3.6 Acknowledgement

3.7 Table of Contents (Annexure – IV)

3.8 List of Symbols

3.9 List of Figures & Tables

3.10 List of Appendices

3.11 Thesis Body (Chapters)

3.12 References

3.12 List of Publications

3.13 Appendices (List of abbreviation, etc.) and other addendum if any.

4. Language, Style and Format

4.1 Language:

Thesis should be written in **English**

4.2 Final Version:

The final version of the thesis must be submitted without any spelling, grammatical, or other errors.

4.3 Scripts and Page Format:

The quality of paper and print is crucial for successful microfilming and ensuring legibility. Typically, International A4 size with a minimum of 75 GSM white paper shall be used for printing the thesis. However, in exceptional cases, other paper sizes may be used if the nature of the thesis necessitates it.

4.4 Font & Character Size

Times New Roman font, size 12 point, with 10 to 12 characters per inch must be used, and the text should be formatted with 1.5 line spacing.

4.5 Top and Bottom Margins:

The top and bottom margins should be set to 25 mm, the right margin to 20 mm, and the left margin to 35 mm for both textual and non-textual pages (such as figures and tables). The header and footer should each measure 10 mm. However, different margin sizes may be permitted if the nature of the thesis necessitates it.

5. Thesis Main Pages

The main sections of the thesis should be organized into chapters, starting with an Introduction and ending with a Summary & Conclusions. Each chapter should have a clear title that describes its content. Chapters can be divided into sections, subsections, and sub-subsections to present the information in a clear and focused way.

5.1 Introduction:

This chapter should outline and emphasize the problem being addressed, define the topic, and explain the aims and scope of the work presented in the thesis. It should also highlight the significant contributions made by the investigation.

5.2 Literature Review:

This chapter shall provide a critical review of the previous work published on the investigation topic. The focus and depth of this chapter will depend on the nature of the research.

5.4 Results and Discussions:

This chapter will provide a comprehensive evaluation of the investigation conducted, highlighting the contributions of the study. The discussion should logically lead to conclusions. However, this chapter is not mandatory if the results and discussions have already been included in earlier chapters.

5.5 Summary and Conclusions:

This will be the concluding chapter of the thesis. The chapter will begin with a brief summary of the work conducted. The conclusions derived from the logical analysis in the Results and Discussions chapter will be presented clearly, with each point outlined separately.

5.6 Scope of Future Work and Research Limitations:

The future scope of work and the limitations of the research will be clearly outlined in the final section of the chapter.

5.7 Appendix or Appendices:

Extensive information such as detailed explanations, lengthy derivations, or raw experimental data, Published Papers Certificates (Soft copy Images), Review Cards should be included in separate appendices, numbered using Roman numerals.

5.8 References:

All references must be cited in the text using superscript reference numbers. There should be no hyperlinks between the superscripts in the text and the corresponding references in the Reference Section. Notes can be used to cite manuscripts that are in

preparation. Below are sample formats for referencing various types of sources, including journal articles, websites, books, and dissertations, to ensure consistency in academic writing:

Paper Publication:

Author 1, Author 2, and Author 3,..... "Title of the paper," *Journal Name*, vol. 50(4), pp. 123-135, Apr. 2024.

Websites:

"Renewable energy and its future, Available:
<https://www.renewableenergyagency.org/future>.

Books:

J. Smith, "*Materials Science for Engineers*", 3rd ed. New York: Wiley, 2021.

Dissertations:

Author 1,..... "Title of the Dissertation," M.Tech. thesis, Department Name, University Name, City, State, Year.

6. Thesis Binding Format

As per Annexure-I, the following colour combinations should be used for the cover page of the thesis based on the faculty:

Faculty of Engineering and Technology (FET): Black cover with gold lettering.

Faculty of Commerce and Management (FCM): Red cover with gold lettering.

Faculty of Pharmacy (FPH): Navy blue cover with gold lettering

Faculty of Science (FSC): Grey cover with gold lettering

Faculty of Social Work (FSW): Magenta Cover with Silver lettering

Faculty of Computer Science & Applications (FCA): Cobalt Cover with Gold lettering

Faculty of Design (FDA): Royal Blue Cover with Gold lettering

Faculty of Humanities & Social Science (FHS): Brown Cover with Gold lettering

7. Deposit of Awarded Thesis in the University Library

Successful research candidates are required to deposit a digital copy of the thesis through their institute for preservation prior to declaration of award. The thesis will be preserved and publicly accessible in the Academic Repository of the university.

Note that the research degree is not awarded until the candidate has electronically deposited his/her thesis, therefore, failure to deposit will prevent the award of the research degree.

Copyright:

Candidates are advised to address any copyright considerations early in the thesis-writing process, especially when using materials for which they do not hold copyright ownership.

8 DISCLAIMER

Any questions as to the interpretation of these guidelines shall be decided by the University, whose decision shall be final. The University shall have the powers to issue clarification to remove any doubt, difficulty or anomaly which may arise during the implementation of the provisions of this policy.

The Academic Council and Governing Body of Sigma University may revise, amend, or change the policy from time to time.

THESIS COVER TITLE

{THESIS TITLE}

A Thesis Submitted to

SIGMA UNIVERSITY

In Partial Fulfilment of the Requirements for

The Degree of

Master of Technology

in

Civil Engineering (Environment Engineering)

by

Name of Student

(Enrollment Number)

Under the Guidance of

Name of Supervisor



Department of Civil Engineering

Sigma Institute of Engineering, Sigma University

Vadodara, Gujarat, India

July 2025

ANNEXURE - I TITLE PAGE

{THESIS TITLE}

A Thesis Submitted to

SIGMA UNIVERSITY

In Partial Fulfilment of the Requirements for

The Degree of

Master of Technology

in

Civil Engineering (Environment Engineering)

by

Name of Student

(Enrollment Number)

Under the Guidance of

Name of Supervisor



Department of Civil Engineering

Sigma Institute of Engineering, Sigma University

Vadodara, Gujarat, India

July 2025

ANNEXURE - II THESIS CERTIFICATE PAGE

CERTIFICATE

This is to certify that the thesis titled “**THESIS TITLE**” has been prepared by **Mr./Ms. [Name of Student] (Enrollment Number)** under my supervision and guidance. The thesis represents their original work, completed through thorough research and investigation. The quality of the work meets the standards expected of a candidate for the **Master of Technology program in Civil Engineering (Environment Engineering)**.

Date:

Place:

Signature of Co- Supervisor

Signature of Supervisor

Signature of Dean/Director, Faculty of Engineering & Technology

Name & Signature of Examiner-1: _____

Name & Signature of Examiner-2: _____

Signature

Dean, Faculty of Doctoral Studies & Research (in case of Ph. D Thesis)

Seal of Institute

ANNEXURE - III DECLARATION

DECLARATION

I, **[Full Name of the Student]**, bearing Enrollment Number **[Enrollment Number]**, hereby declare that the thesis entitled "**[THESIS TITLE]**" submitted to Sigma University, in partial fulfilment of the requirements for the award of the degree of **Master of Technology in Civil Engineering (Environment Engineering)**, is my original work.

I affirm that this work has been carried out independently under the supervision of **[Supervisor's Name]**, and has not been submitted, in part or full, to any other university or institution for the award of any degree or diploma.

I confirm that the information contained in this thesis is true to the best of my knowledge, and any references or acknowledgments of work by others have been properly cited.

I understand that in the event of any inaccuracy or violation of ethical standards, the university reserves the right to take appropriate action.

Date:

Place:

Signature of the Student

[Full Name of the Student]

Master of Technology in Civil Engineering (Environment Engineering)

Faculty of Engineering & Technology, Sigma University

I endorsed the above declaration made by the student.

Date:

Sign of Supervisor

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