



आखल भारतीय आयुर्विज्ञान संस्थान, ऋषिकेश
All India Institute of Medical Sciences, Rishikesh – 249203
Academic Section

AIIMS/RKSH/Dean(A)/25/ 1366 / 03 . 06 . 2025

SOP/Guidelines for submission of thesis protocol /thesis and eligibility for Chief Guide in respect of Junior Residents/Senior Residents (Academics) pursuing MD/MS/MDS/DM/M. Ch:

A. General rules for Eligibility for Guide/Co-guide for Postgraduate Thesis:

1. The candidate must be allocated a guide by the department within a month of his/ her joining the department.
2. It is essential to have a minimum experience of 2 years as regular Assistant Professor in the concerned department at AIIMS Rishikesh. If an Ad-hoc Assistant Professor is nominated as Guide of any candidate, the Co-Guide should invariably be a regular faculty member of the concerned department.
3. Head of the Department and Guide must ensure that there is at least one Co-Guide from the same department.
4. If Guide happens to be aboard on foreign assignment for a period of ≤ 06 months, he/she has to intimate the same to HOD/Co-guides/student. Then senior most co-guide from the same department should supervise the thesis work during this period.
5. If a Guide is away on a foreign assignment / deputation for a period of ≥ 06 months, he/she has to intimate the same to Academic Section/Research Cell/IEC/ HOD/co-guides/student. Then senior most Co-Guide of the same department will take over the responsibility as the Guide.
6. A faculty having one or less than one years for the superannuation will not be eligible for supervising the thesis of any candidate.
7. For Inhouse Faculty pursuing DM/MCh/Fellowship course following guidelines to be followed:
 - a. They will not be the thesis guide of any new student pursuing post PG courses during the tenure of their own residency.
 - b. He/She will have to forgo the guideship/co-guideship of those candidates pursuing post PG courses, allotted to them earlier.
 - c. They will be allowed to guide the thesis of MD/MS/MDS students, but will not be allotted any new candidate during their own final year of training.
8. Allocation of guides will be done in the department by chit (lottery) system and HOD will ensure that all eligible guides are being allotted equal number of candidates.
9. Any conflict in guide allocation shall be resolved by Dean (Academics).



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B. Rules for Protocol of thesis submission:

1. Departmental presentation of all thesis protocol is for review by all faculty members are mandatory and the date of departmental presentation should be informed to Dean (Academic) by the HOD.
2. The Residents shall be required to get their plan of thesis protocol approved by his/her HOD/Acting Head and Guide within 4 months of their date of joining or by 30th June (for Jan session)/30th November (for July session) whichever is earlier, and submit it to Research Section with a copy to Dean(Academic) Section.
3. For 6 years DM/M.Ch. courses, two protocols are to be submitted by candidates as given under:
 - a. 1st protocol to be submitted same as other MD/MS/MDS residents.
 - b. Second protocol to be submitted at the beginning of 4th year (30th June for those appearing for December examination and 30th November for those appearing for May examination.)
4. Relaxation may be granted by the Dean Academics on merit of each case for a maximum period of two months. If a candidate fails to submit the thesis protocol within the prescribed period, his/her residency period may be extended to compensate the thesis work duration.
5. If any candidate wants to change the thesis protocol, it may be permitted within the next two months i.e. within six months from the date of registration of the candidate. However, if the period exceeds 6 months, the Dean Academics may permit the same at his/her own discretion on the recommendation of the HOD and chief guide for another two months. (8 months from the date of registration). The total period of Residency will, however, remain the same i.e 3 years.
6. Protocols which require any facility (equipment) which may not be present at the time of submission of protocol will not be approved.
7. Thesis protocol of RCTs will be accepted only if the guide and the candidate has done course of GCP and gives indemnity. Such protocols will have to be registered in CTRI.

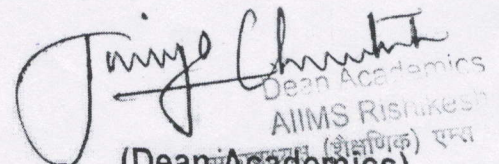
C. Rules for Thesis submission:

1. All thesis should have a 6 monthly review meeting in the department.
2. Thesis will be accepted only where ethical clearance from IEC (Institutional Ethics Committee) for the work has been received by the student before starting the thesis.
3. The last date for submission of thesis will be 30th June for those appearing for December examination and 30th November for those appearing for May examination.



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4. For 6 years DM/M.Ch. courses thesis submission rules will be as given below:
 - a. The last date for submission of first thesis will be 6 months before being promoted to Senior Resident post.
 - b. Last date for submission of second thesis/systematic review will be 30th June for those appearing for December examination and 30th November for those appearing for May examination.
5. Relaxation may be granted by the Dean (Academic) on merit of each case for a maximum period of 15 days. If a candidate fails to submit the final thesis within extended period, it may entail delay in the date of final examination.
6. All postgraduate students are required to submit their thesis with the forwarding letter of Head/ Acting Head of the department to Dean (Academic).
7. If the thesis has not been signed by any of the Guide or Co-Guides due to their unavailability, the thesis will be accepted by the Dean (Academic), if it has been signed by all the other Guide/Co-guides with the certificate of HOD stating the cause of unavailability of the thesis Guide/Co-guide however, whenever possible digital signature should be done by the guides/co-guides if they are away.
8. No thesis will be accepted where ethical clearance for the work has not been received by the student before starting the thesis.
9. Residents of all post graduate courses who complete their residency tenure may be permitted to reappear in the examination within 5 years of submission of their thesis.
10. All thesis must be checked through a plagiarism checking software prior to submission.
11. All thesis and systematic Reviews will be sent for evaluation by External Expert.
12. All thesis should be uploaded on Sodh Ganga Portal by the student after it is accepted.


Dean Academics
AIIMS Rishikesh
(Dean Academics)
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