



# J. D. BIRLA INSTITUTE

(A Vidya Mandir Society Venture)

Affiliated to Jadavpur University

Accredited with 'A' grade by NAAC (in 2010)

DEPARTMENTS OF SCIENCE, COMMERCE & MANAGEMENT

18<sup>th</sup> August, 2025

## NOTICE


Students are hereby asked to submit (a) Abstract/Synopsis (in 200 words) with dissertation/project title in soft copy (b) report final Dissertation/Project as per the following guidelines to **Dr. Samita Gupta, Dean (Science)** for the **Departments of Science** and **Dr. Pritha Sen, HoD, for the Department of Commerce** as per the dates mentioned below (anytime between 10:00 am to 12:00 noon)

Sl. No.	Program	Document to be submitted	Date of submission
1	M.HD/M.COM/ PGDDAN	Abstract/Synopsis	a) 22 <sup>nd</sup> August, 2025
		Final Project	b) 28 <sup>th</sup> August, 2025
2	M.FN	Abstract/Synopsis	a) 21 <sup>st</sup> August, 2025
		Final Project	b) 27 <sup>th</sup> August, 2025
3	M.TC	Abstract	a) 27 <sup>th</sup> August, 2025
		Final Dissertation	b) 3 <sup>rd</sup> September, 2025

The final submission (on 28<sup>th</sup> August and 3<sup>rd</sup> September, 2025 respectively) must include:

1. Three copies of the report (soft bound). The reports must be duly approved and signed by the supervisor and the student at appropriate places.
2. Plagiarism report taken from Turnitin Software available at the college LRC only.
3. Soft copy of the report on a CD labeled with the title of the project, name of the student, class/department & year of submission.
4. Soft copy of the project converted into a Research Paper format (within a maximum of 5000 words), on a separate CD.
5. An undertaking as per the format available with the Dean (Science)
6. Rs. 200/- (Rupees Two Hundred only), in cash, as binding charges.

**NOTE:** Dissertation/Project report must strictly conform to the format provided with a maximum of 30% similarity Index. Any dissertation/project that does not conform to the guidelines provided shall not be accepted and students will not be allowed to appear for the viva-voce on 29<sup>th</sup> and 30<sup>th</sup> August and 5<sup>th</sup> September, 2025 respectively.

  
**Dr. Tapobrata Ray**  
**Officiating Principal & Dean (Commerce/Management)**  
**J.D. Birla Institute**

Copy To:

- College Website
- Dean (Science)
- Dean (Commerce/Management)
- HoD Office
- Examination Office