



**महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक**  
**MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK**

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**डॉ. अजित गजानन पाठक**

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**परीक्षा नियंत्रक**

**Dr. Ajit Gajanan Pathak**

M.B.B.S., M.D. (Forensic Medicine)

**Controller of Examinations**

MUHS/XPG1/148/2022

Date: 14 / 01/2022

**Circular No. 02 /2022**

To,  
**The Dean/Principal/Director,**  
Affiliated Post Graduate Colleges/Institutions,  
(under Faculty of Medicine)  
MUHS, Nashik.

**Sub:-** Submission of Dissertations through Online System for **Postgraduate Courses under Faculty of Medicine** candidates appearing for Summer – 2022 University Examinations.

**Ref :-** Board of Examinations Resolution No. 39/2016 dated 03/03/2016

Sir/Madam,

With reference to the subject & reference cited above, I am to inform you that University has decided to accept copy of dissertation through Online System for **Summer – 2022** University Examinations of all eligible Postgraduate candidates. The University had already notified instructions of Online Submission of Dissertation to all Colleges. Copies of instructions are attached herewith once again for your kind perusal and necessary action.

**Step 1:** It is mandatory for the college to complete student profile of every candidate in the Online system **up to 01/01/2022 to 12/01/2022**. Please visit on <http://www.muhsonline.net/> for student profile updation. Every College have to carefully update details of each candidate viz, Mobile Number & Email address in online system as well as it must be kept on college record for future reference. Please find attached herewith a copy of MUHS College Help Document “Annexure I” for your ready reference.

**Step 2:** On successful updation of mobile number & email address of the candidate, “Assign eligible Guide link” will be active. The college shall carefully assign eligible Guide to the respective candidate in online system. Once Guide is assigned, Edit/Change facility will not be available. Therefore, select the respective Guide for the student & Click on assign Guide. This completes last step of student record updates. Please find attached herewith a copy of Help Document “Annexure II” for your ready reference.

**Step 3:** In case, if name of Guide is not reflected in online system, the college is required to update requisite details of the Post Graduate recognized Teacher in online system by click on following link <http://www.muhsonline.net/activeteacherprofile.aspx>. On successful completion of Teacher Registration, system will generate Login ID & Password and send email to the respective teacher for account activation. The respective teacher need to login into email account and click on account activation. The concerned teacher needs to update his/her profile.

**Step 4:** It is mandatory for the candidate to upload soft copy of Dissertation in PDF form (One soft copy contain certificates & another having Dissertation). On successful uploading of Dissertation,



link of Payment Gateway will be available for payment of requisite fees. On successful payment of fees, soft copy of Dissertation of the respective candidate will be available in the College Login. List of students, who have uploaded their dissertations, will be available in the College Login.

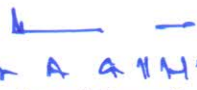
**Step 5:** The respective College is required to verify credentials of the candidate as well as copy of Dissertation, on confirmation of correctness of requisite information; the College shall submit dissertation of all eligible candidate through online system to the University as per following schedule.

### **For Post Graduate Course under Faculty of Medicine**

| Sr. No. | Fees   | Date of Submission of Dissertation with Fees<br>(By the Candidates to their respective Colleges and by Colleges to the University) |                  |
|---------|--|--|------------------|
|         |  |  |                  |
| 01      | Rs. 3500/- prescribed normal fees for each candidate<br>(Accordingly, the candidates may be advised to submit their Dissertations well in time.) | At College   | 25 January 2022  |
|         |  | At University  | 31 January 2022  |
| 02      | Rs. 3500/- + 1300/- Late fee = Rs 4800/-   | At College   | 01 February 2022 |
|         |  | At University  | 05 February 2022 |
| 03      | Rs. 3500/- + 2400/- Late fee = Rs 5900/-   | At College   | 06 February 2022 |
|         |  | At University  | 08 February 2022 |
| 04      | Rs. 3500/- + 3550/- Late fee = Rs 7050/-   | At College   | 09 February 2022 |
|         |  | At University  | 12 February 2022 |
| 05      | Rs. 3500/- + 4900/- Late fee = Rs 8400/-   | At College   | 13 February 2022 |
|         |  | At University  | 15 February 2022 |

The College is further requested to submit list of candidates along with details of dissertation fees to University under its covering letter & receipt (attested). It is expected that the dissertations are submitted to the University as per First schedule dates with normal fee of Rs. 3500/-. However, the submission of dissertations with late fee will be accepted in case of exceptional cases only for genuine reasons with appropriate comments of respective Dean/Principal/ Director of the College. Under no circumstances, dissertations will be accepted by the University after last date (23.59 Hrs.).

The Dean/ Principal of the College is requested to give circulation to this Circular to all concerned for their necessary action.

  
**Controller of Examinations**

**Note:** The Dissertation will be accepted on fulfillment of following conditions only:

- a) Title & Synopsis of Dissertations is approved by MUHS.
- b) The eligibility is granted by the University to the respective candidates.
- c) In case of Change of Guide, necessary approval of the University is mandatory.

### **Dissertations Help Documents & Url's**

- Student Side Document <http://www.muhsonline.net/MUHS%20Student%20side%20Help%20Doc.pdf>
- College Admin Document <http://www.muhsonline.net/College%20Side%20Help%20Doc.pdf>
- College Document for Student Record Update - <http://www.muhsonline.net/Student%20Record%20Update.pdf>

**Student Dissertation upload link: - <http://www.muhsonline.net/>**

**Copy to:**

- 1)HOD, Eligibility Department, MUHS,Nashik
- 2)HOD, Academic Department, MUHS, Nashik