



OFFICE OF THE REGISTRAR :: SIBSAGAR UNIVERSITY

Ref. No. SU/ACR/Academic/Misc/2025/822

Date : 11-09-2026

Notification

(Guidelines for Minor Project for FYUGP Programmes)

In pursuance of the approval of the Academic Council, vide Resolution No.R/AC- 01/2026/9 dated 01-06-2026, the Under-Graduate Board, vide Resolution No.R/UG Board 01/2026/4 dated 10-06-2026, and the Executive Council, vide Resolution No.R/EC-01/2026/05 dated 24-06-26, the **Guidelines for Minor Project** of Sibsgar University for FYUGP Programmes has been notified for all concerned and shall be applicable with effect from the academic session 2026-27.

All concerned Deans, Heads of Departments, Heads of Centres, faculty members, Controller of Examinations and other concerned officials are requested to take necessary action accordingly and ensure strict compliance with the provisions stated in the Guidelines.

(Dr. Tridib Mahanta)
Academic Registrar i/c

Copy to:

1. The OSD to Hon'ble Vice-Chancellor for his kind information.
2. The Registrar for kind information.
3. All Deans/Heads of Departments for information and necessary action.
4. The Controller of Examinations for information and necessary action.
5. The Deputy Controller of Examinations for information and necessary action.
6. Notice Board/University Website.
7. Office File.

(Dr. Tridib Mahanta)
Academic Registrar i/c



MINOR PROJECT GUIDELINES
For FYUGP 8th Semester Students (Honours Program
without Research)

(Framed under the provision of NEP 2020, UGC Curriculum and Credit
Framework for Undergraduate Program (CCFUP) and NHEQF)



Prepared by
Research and Development Council

Approved by
Academic Council
(Vide Resolution No.R/AC-01/2026/9 dated 01-06-2026)

Recommended by
Under-Graduate Board
(Vide Resolution No.R/UG Board 1/2026/4 dated 10-06-2026)

Approved by
Executive Council
(Vide Resolution No.R/EC-01-2026-05 dated 24-06-2026)

SIBSAGAR UNIVERSITY

2026



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GUIDELINES FOR MINOR PROJECT

For FYUGP 8th Semester Students (Honours Program without Research)
(Framed under the provisions of NEP 2020, UGC Curriculum and Credit Framework for Undergraduate Program (CCFUP), and NHEQF)

Prepared by Research and Development Cell (RDC), Sibsagar University

1. PREAMBLE

In alignment with the National Education Policy (NEP) 2020 and the UGC Curriculum and Credit Framework for Undergraduate Program (CCFUP), Sibsagar University introduces the Minor Project for students enrolled in the Four Year Undergraduate Program (FYUGP) under the Honours (without Research) category.

The Minor Project is intended to provide students with exposure to independent learning, field-based study, practical application of disciplinary knowledge, analytical thinking, documentation, and presentation skills. The project shall emphasize experiential learning, problem-solving ability, and application-oriented understanding rather than intensive research.

2. OBJECTIVES

The objectives of the Minor Project are:

- To promote experiential and application-based learning.
- To develop analytical thinking and problem-solving skills.
- To encourage independent study and project execution.
- To develop report writing and presentation skills.
- To expose students to fieldwork, surveys, case studies, and practical activities.
- To facilitate interdisciplinary and community-oriented learning.
- To strengthen employability and professional competency.

3. NATURE OF MINOR PROJECT

The Minor Project may involve:

- Field survey/study
- Case study
- Laboratory-based work
- Data collection and analysis
- Community-based project
- Technical/model development
- Literature-based analytical study
- Entrepreneurship/project planning
- Documentation work
- Software/application-based project
- Industry/community problem identification
- Applied/project-oriented learning activity



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4. ELIGIBILITY

- The Minor Project shall be undertaken by students enrolled in the 8th Semester of FYUGP under Honours (**without Research**).
- Students pursuing Honours with Research shall follow separate Dissertation/Research Project guidelines.

5. CREDIT AND DURATION

- The Minor Project shall carry credits as prescribed in the approved FYUGP curriculum structure of the University.
- The project work shall be completed during the 8th Semester.
- Departments may allocate project timelines, field activities, and presentations as per academic schedule.

6. ALLOTMENT OF PROJECT SUPERVISOR

- Each student/group shall be allotted a Project Supervisor by the concerned Department.
- A faculty member of the Department/related discipline shall act as Supervisor.
- Interdisciplinary co-supervision may be permitted with departmental approval.

The Supervisor shall:

- Guide the student in selection of topic
- Monitor progress of work.
- Verify project records and activities.
- Evaluate and certify the project work.

7. SELECTION OF TOPIC

The project topic should:

- Be relevant to the discipline/program.
- Have practical, academic, social, or professional significance.
- Be feasible within available time and resources.
- Encourage innovation, application, and problem-solving.

Departments may prepare a panel/list of suggested project areas.

8. MODE OF PROJECT

The Minor Project may be undertaken:

- Individually, or
- In groups where permitted by the Department.

For group projects:

- Individual contribution of each student must be clearly specified.
- Separate evaluation records may be maintained.

9. PROJECT PROPOSAL

Students shall submit:

- Title of the project
- Objectives



- Brief methodology/work plan
- Expected outcome
- Timeline of activities

The proposal shall require approval of the Supervisor and Department.

10. DOCUMENTATION AND RECORDS

Each student shall maintain:

- Attendance/Activity record
- Field/Laboratory notes
- Progress report
- Project report
- Supporting documents/data/photos where applicable

11. PROJECT REPORT

The final project report shall generally include:

- Title Page
- Certificate
- Declaration
- Acknowledgement
- Introduction
- Objectives
- Methodology/Work Undertaken
- Observations/Findings
- Discussion/Analysis
- Conclusion
- References
- Appendices (if any)

Departments may prescribe specific formatting guidelines.

12. ASSESSMENT AND EVALUATION

Evaluation of the Minor Project may be based on the following components:

TOTAL MARKS =100

Component	Marks
Attendance/Regularity	15
Progress and Activity Record	25
Quality of Project Work	20
Project Report	20
Presentation/Viva Voce	20



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The evaluation shall be conducted by:

- **Project Supervisor/Internal Examiner, and**
- **External Examiner/Expert wherever applicable.**

Evaluation Pattern

- Internal Evaluation (Supervisor/Department): **40**
- Final & External Evaluation : **60**

Departments may suitably modify the pattern with approval of competent authority.

The evaluation will be done following the internal-external ratio as prescribed by UGC and university regulations.

13. ROLE OF EXTERNAL EXAMINER

The External Examiner may:

- Evaluate the quality and relevance of the project.
- Conduct viva voce/presentation.
- Assess practical understanding and application.
- Provide remarks/recommendations for improvement.

14. ETHICS AND DISCIPLINE

Students shall:

- Maintain academic integrity and originality.
- Avoid plagiarism and fabrication of data.
- Follow institutional ethics and discipline.
- Submit work within stipulated time.

Any malpractice may lead to rejection of the project and disciplinary action.

15. CERTIFICATION

Upon successful completion and evaluation of the Minor Project, the student shall be awarded:

- Academic credits as per curriculum provisions, and
- Certification of successful completion by the Department/University.

16. GENERAL PROVISIONS

- Departments may frame detailed operational modalities consistent with these guidelines.
- The RDC may issue additional instructions from time to time.
- The University reserves the right to modify these guidelines in accordance with UGC/NEP provisions.

**Prepared by Research and Development Cell, RDC and approved by UG Board and Academic Council, Sibsagar University*

