



Hindi Vidya Prachar Samiti's

HINDI VIDYA PRACHAR SAMITI'S COLLEGE OF LAW

(Affiliated to University of Mumbai & Recognised by Bar Council of India)

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Ref No.

Date 8/10/2025

NOTICE FOR DIPLOMA COURSE 2025 -26

Students of diploma courses are hereby instructed to prepare a **Project Report** as part of **Practical Training**. The report shall be evaluated jointly by the internal and external examiners during the practical examination.

The distribution of marks will be as follows: a) Report: 80 marks

b) Viva-voce: 20 marks

Students should submit a final Research Report (both soft and hard copy) on the date of viva, which shall be intimated well in advance.

COMMON GUIDELINES FOR PROJECT REPORT

- Students can select any ONE topic relating to their respective course.
- **Total Number of pages:** Report should be 50-75 pages (Body of the Report) + Pre-body (Index etc.) + Post-body (Bibliography etc.)
- **Paper:** A4 Size page. Back to Back printing allowed
- **Margin:** Left - 1 ½ inch Top - 1 inch Bottom - 1 inch Right - 1 inch
- **Font:** Times New Roman
- **Font Size:** 12
- **Footnotes:** First letter 10 and rest 9
- **Heading :** 14
- **Sub-Heading** – 12 and Bold,
- **Line Spacing** – 1.5
- **Page No:** Bottom right hand corner.
- **Binding:** Spiral Binding (No need of Hard Covers Binding)
- Plagiarism check certificate should be attached along with the Report

Note: All research projects are required to be in accordance with the circular of the University of Mumbai dated 15th June, 2018 no. Exam /thesis/Uni/VCD/947 of 2018 and UGC (Promotion of academic Integrity & Prevention of Plagiarism in Higher Education Institution) Regulation 2018.



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