

विज्ञान तथा प्रविधि संकाय स्नातक तह (B.Sc.) चौथो वर्ष आठौं सेमेष्टरको परियोजना
(PRW-481) कार्यविधि २०८२

परिच्छेद १

प्रारम्भिक

१. संक्षिप्त नाम र प्रारम्भ

- क) यस कार्यविधिको नाम स्नातक तह चौथो वर्षको आठौं सेमेष्टर परियोजना (पि.आर.डब्लु-४८१) कार्यविधि २०८२ [B.Sc. Fourth Year Eighth Semester Project Work (PRW-481) Guidelines – 2082] रहेको छ।
- ख) यो कार्यविधि प्राज्ञिक परिषद (Academic Council) ले तोकेको मिति देखि प्रारम्भ हुनेछ।

२. परिभाषा : विषय वा प्रसंगले अर्को अर्थ नलागेमा यस कार्यविधिमा,

- क) "विश्वविद्यालय" भन्नाले सुदूरपश्चिम विश्वविद्यालयलाई सम्झनु पर्दछ।
- ख) "विज्ञान तथा प्रविधि संकाय" भन्नाले सुदूरपश्चिम विश्वविद्यालय विज्ञान तथा प्रविधि संकाय भन्ने सम्झनु पर्दछ।
- ग) "विभागीय प्रमुख" भन्नाले सम्बन्धित विभागको विभागीय प्रमुख सम्झनु पर्दछ।
- घ) "क्याम्पस प्रमुख" भन्नाले सम्बन्धित क्याम्पसको क्याम्पस प्रमुख भन्ने सम्झनु पर्दछ।
- ङ) "सुपरिवेक्षक" भन्नाले स्नातक तह चौथो वर्षको परियोजना कार्य संचालनको सम्बन्धमा सम्बन्धित विभाग वा क्याम्पसले तोकेको निश्चित विद्यार्थीलाई अनुसन्धानकार्य निर्देशन गराउने प्रमुख व्यक्ति (परियोजना सुपरिवेक्षक) भन्ने सम्झनु पर्दछ।
- च) "सह-सुपरिवेक्षक" भन्नाले स्नातक तह चौथो वर्षको परियोजना कार्य संचालनको सम्बन्धमा सम्बन्धित विभाग वा क्याम्पसले तोकेको निश्चित विद्यार्थीलाई अनुसन्धानकार्य सुपरिवेक्षकको समन्वय/ मातहतमा रही विद्यार्थीको अनुसन्धान निर्देशनमा सहायक भूमिका निर्वाह गर्ने व्यक्ति (परियोजना सह-सुपरिवेक्षक) भन्ने सम्झनु पर्दछ।
- छ) "आन्तरिक परीक्षक" भन्नाले सम्बन्धित विद्यार्थीको परियोजना कार्यको अन्तिम प्रस्तुतिकरण मूल्याङ्कन गर्नका लागि सम्बन्धित विभाग/क्याम्पस/अनुसन्धान व्यवस्थापन समितिले तोकेको



उक्त क्याम्पस, विभाग/क्याम्पस समिति भित्रको सम्बन्धित विषय विज्ञ शिक्षक भन्ने सम्झनु पर्दछ ।

- ज) “बाह्य परीक्षक” भन्नाले सम्बन्धित विद्यार्थीको परियोजना कार्यको अन्तिम प्रस्तुतीकरण मूल्याङ्कन गर्नका लागि सुदूरपश्चिम विश्वविद्यालय विज्ञान तथा प्रविधि संकाय डीन कार्यालयले तोकको सम्बन्धित विषयको विज्ञ भन्ने सम्झनु पर्दछ ।

परिच्छेद २

परियोजना कार्यको मापदण्ड

३. सुदूरपश्चिम विश्वविद्यालय विज्ञान तथा प्रविधि संकाय अन्तर्गतका स्नातक कार्यक्रमहरूको जुनसुकै विषय अन्तर्गत भए तापनि परियोजना कार्य गर्नका लागि निम्न मापदण्ड पूरा भएको हुनुपर्नेछ ।
 - क) संकाय विभागले तोकेको मापदण्ड अनुसार Project Proposal तयार पारिएको हुनु पर्नेछ ।
 - ख) कार्यविधिमा उल्लेखित शिर्षक/उपशिर्षक भित्र रही परियोजना कार्य मौलिक प्रकृतिको हुनु पर्नेछ ।
 - ग) परियोजना कार्यको प्रतिवेदन लेखन (Report Writing) गरी समापन गर्दासम्म उक्त कार्य अनुसन्धानका विधि, पद्धति र सिमाभित्र रही गरेको हुनुपर्नेछ ।
४. परियोजना कार्य गर्दा माथि उल्लेखित दफा ३ (क), (ख), र (ग) अनुसारको मापदण्ड पुगे नपुगेको अन्तिम निर्णय परीक्षा मूल्याङ्कन समिति (Evaluation Committee) ले गर्नेछ ।

परिच्छेद ३

सुपरिवेक्षक तथा सह-सुपरिवेक्षक सम्बन्धि व्यवस्था

५. सम्बन्धित विद्यार्थीहरूको परियोजना कार्य संचालन तथा सम्पन्न गर्न सम्बन्धित विभाग /क्याम्पस ले एक सुपरिवेक्षक तोक्नेछ । साथै आवश्यक परेको खण्डमा सम्बन्धित विभागले अतिरिक्त एक सह-सुपरिवेक्षक समेत तोक्न सक्नेछ ।
६. सुपरिवेक्षकको योग्यता : परियोजना कार्य परियोजना कार्य सुपरिवेक्षण गर्ने सुपरिवेक्षकको निम्न उल्लेखित मध्ये कम्तीमा कुनै एक योग्यता पुगेको हुनुपर्नेछ ।



- क) विज्ञान तथा प्रविधि संकाय अन्तर्गत संचालित स्नातक वा स्नातकोत्तर तह अन्तर्गत पाठ्यक्रमको कम्तीमा एक सैद्धान्तिक विषयको कक्षा लिएको वा लिइरहेको सम्बन्धित विषयको पूर्णकालिन शिक्षकले स्नातक तह चौथो वर्ष आठौं सेमेष्टरको परियोजना कार्यको सुपरिवेक्षण गर्न सक्नेछ ।
- ख) विगतमा सम्बन्धित विषय वा क्षेत्रमा शोधकार्य गरेको वा गराएका वा अनुसन्धान कार्य गरेका वा गराएका सुदूरपश्चिम विश्वविद्यालयका अवकाश प्राप्त प्राध्यापक, सह-प्राध्यापक तथा उप-प्राध्यापकहरूले परियोजना कार्यको सुपरिवेक्षण गर्न सक्नेछन् ।
- ग) सम्बन्धित विषय वा क्षेत्रमा शोधकार्य गरेका वा गराएका वा अनुसन्धान कार्य गरेका वा गराएका वा मुख्य लेखक (Principal Author) भई राष्ट्रिय/अन्तर्राष्ट्रिय अन्लाइन जर्नलमा लेख प्रकाशित गरेको वा कम्तीमा २ जना विद्यार्थीहरूको परियोजना कार्यको सह-सुपरिवेक्षक भैसकेको आंशिक शिक्षकले परियोजना कार्यको सुपरिवेक्षण गर्न सक्नेछ । यस अन्तर्गत हुने सुपरिवेक्षकको हकमा सम्बन्धित विभागको एक पूर्णकालिन शिक्षक निर्देशकको रूपमा राख्नु अनिवार्य हुनेछ ।
- घ) नेपाल सरकार निजामती सेवाको विभिन्न तहमा वा नेपाल सरकारद्वारा मान्यताप्राप्त निकाय वा संस्था अनुसन्धान केन्द्रमा रही अनुसन्धान गर्ने गराउने कार्यमा संलग्न अनुसन्धान कर्ताले पनि परियोजना कार्यको सुपरिवेक्षण गर्न सक्नेछ ।
- तर दफा ६ (घ) को सम्बन्धमा निम्नानुसार हुनेछ ।
- अ) दफा ६ (घ) अन्तर्गतको सुपरिवेक्षकको हकमा दफा ६ (क) अनिवार्य हुनेछैन ।
- आ) दफा ६ (घ) अन्तर्गतको सुपरिवेक्षकको न्यूनतम योग्यता सम्बन्धित विषयमा विद्यावारिधि वा सो सरह हुनुपर्नेछ ।
- इ) दफा ६ (घ) अन्तर्गत हुने सुपरिवेक्षकको हकमा सम्बन्धित विभागको एक पूर्णकालिन शिक्षक निर्देशकको रूपमा राख्नु अनिवार्य हुनेछ ।
- ई) दफा ६ (घ) अन्तर्गतको सुपरिवेक्षकको हकमा उक्त सुपरिवेक्षकले परियोजना कार्य गराउने विद्यार्थीको प्रयोगशाला व्यवस्थापन एवम् यस संग सम्बन्धित खर्चको सम्बन्धमा क्याम्पस/विभाग प्रशासनलाई कुनै पनि आर्थिक दायित्वको अनिवार्यता हुनेछैन ।
७. सह-सुपरिवेक्षकको योग्यता : विज्ञान तथा प्रविधि संकाय अन्तर्गत संचालित स्नातक तह चौथो वर्ष आठौं सेमेष्टरका विद्यार्थीलाई गराइने परियोजना कार्य संचालनका लागि हुने सह-सुपरिवेक्षकको लागि निम्न उल्लेखित मध्ये कम्तीमा कुनै एक योग्यता पुगेको हुनुपर्नेछ ।
- क) दफा ६ अन्तर्गत सुपरिवेक्षकको योग्यता पुगेको शिक्षक वा अनुसन्धान वा शोध कर्ता ।



- ख) विज्ञान तथा प्रविधि संकाय अन्तर्गत संचालित स्नातक वा स्नातकोत्तर तह अन्तर्गत पाठ्यक्रमको कम्तीमा एक सैद्धान्तिक विषयको कक्षा लिएको वा लिइरहेको सम्बन्धित विषयको आंशिक शिक्षक ।
- ग) सम्बन्धित विषयमा पूर्णकालिन वा आंशिक प्राध्यापनरत भई सो विषयमा विद्यावारिधि अनुसन्धान कार्यमा संलग्न शोधकर्ता ।
- घ) नेपाल सरकार अन्तर्गतका निकायहरू, अन्य शैक्षिक संस्थाहरू, अस्पताल, अनुसन्धान केन्द्र आदिमा कार्यरत सम्बन्धित विषयमा स्नातकोत्तर उपाधि हासिल गरेको विज्ञ ।
- ङ) सुदूरपश्चिम विश्वविद्यालयबाट मान्यता प्राप्त अन्य विश्वविद्यालय, शैक्षिक संस्था, शिक्षण संस्था, अनुसन्धान केन्द्र आदिमा संलग्न स्नातकोत्तर उपाधि हासिल गरेको स्वदेशी वा विदेशी अनुसन्धान वा शोधकर्ता ।

परिच्छेद ४

परियोजना कार्य गर्ने विद्यार्थीको योग्यता सम्बन्धी व्यवस्था

८. विज्ञान तथा प्रविधि संकाय अन्तर्गत संचालित स्नातक तह चौथो वर्षमा अध्ययनरत देहाय बमोजिमको योग्यता पुगेका विद्यार्थीहरूले सम्बन्धित विषयमा परियोजना कार्य गर्नका लागि विभाग/क्याम्पस निवेदन दिन सक्नेछन् ।
- क) विज्ञान तथा प्रविधि संकाय अन्तर्गत सम्बन्धित विभाग/क्याम्पसमा स्नातक तह चौथो वर्ष आठौं सेमेष्टरमा अध्ययनरत भएको विद्यार्थी ।
- ख) विज्ञान तथा प्रविधि संकाय अन्तर्गत स्नातक तह तेस्रो वर्ष छैठौं सेमेष्टर सम्म अनुसन्धान गर्ने मूल विषय उर्तिण भएको विद्यार्थी ।
- ग) दफा ८ (क) र (ख) मा जुनसुकै कुरा लेखेको भएतापनि स्नातक तह चौथो वर्ष सातौं सेमेष्टरमा नियमित परीक्षार्थी भई अनुसन्धानमा अभिरुचि भएको कुरा प्रस्तावना लेखन र प्रस्तुतिकरणमा सफल रहेको खण्डमा सम्बन्धित विभागीय/क्याम्पस प्रमुखले विभागमा उपलब्ध मानव संसाधन, प्रयोगशालाको भौतिक पूर्वाधार र अनुसन्धान औचित्यताको आधारमा सिफारिस विद्यार्थी ।
- घ) दफा ८ (क) र (ख) ले मापदण्ड पुगेका विद्यार्थी संख्या भन्दा बढीलाई परियोजना कार्य गराउन सकिने विभागीय क्षमता, मानव संसाधन तथा स्रोत व्यवस्थापनका आधाहरू रहेको खण्डमा र दफा (क), (ख) र (ग) को मापदण्ड भित्र नपरे तापनि अन्य योग्यता पुगेको कुनै विद्यार्थीलाई उसको विशिष्टताको आधारमा परियोजना कार्य गर्न सक्छ भन्ने लागेमा विभागीय/क्याम्पस प्रमुखले वा सो सम्बन्धमा राय दिन विभागीय/क्याम्पस अनुसन्धान समितिले सिफारिस गरेमा परियोजना कार्य गराउन सकिनेछ ।



परिच्छेद ५

आवेदन दिने प्रक्रिया तथा छनौट विधि

- ९) दफा ८ (क), (ख), (ग) र (घ) बमोजिम योग्यता पुगेका परियोजना कार्य गर्न इच्छुक विद्यार्थीले निम्नानुसारको व्यवस्था अनुसार आवेदन दिनुपर्नेछ।
 - क) सम्बन्धित विषयको चौथो वर्ष आठौं सेमेष्टरको विद्यार्थीले छैठौं सेमेष्टर सम्मका प्रमाणित लब्धाङ्क पत्र (Marksheet) संलग्न राख्दै आफ्नो विभाग/क्याम्पसको अनुसन्धान व्यवस्थापन समिति (RMC) अध्यक्ष /विभागीय प्रमुखलाई सम्बोधन गर्दै अनुसूची १ बमोजिमको ढाँचामा आवेदन दिनुपर्नेछ।
 - ख) योग्यता पुगेका विद्यार्थीहरूबाट प्राप्त निवेदनहरू उपर सम्बन्धित विभाग/क्याम्पस RMC अध्यक्ष /विभागीय प्रमुखले आवश्यक विभागीय परामर्श गर्नेछ।
 - ग) विद्यार्थीहरूका परियोजना कार्यको शीर्षक, विद्यार्थीको परियोजना कार्य प्रतिको अभिरुचि, अनुसन्धानको विषय वस्तु, क्षेत्र, चाख र अनुभव हेरी विभाग/क्याम्पस प्रमुखलाई एक सुपरिवेक्षक र आवश्यक परेमा एक सह-सुपरिवेक्षक निर्धारण गर्न सिफारिस गर्नेछ।
 - घ) दफा ९ (ख) मा जुनसुकै कुरा उल्लेख गरिएको भए तापनि सम्बन्धित विभाग/क्याम्पस प्रमुखले आवश्यक ठानेमा सम्बन्धित विद्यार्थीलाई नै सुपरिवेक्षक छान्ने जिम्मा दिन सक्नेछ। प्रस्तावित सुपरिवेक्षकलाई विभागीय प्रमुखबाट अनुमोदन भएको खण्डमा मात्र सम्बन्धित विद्यार्थीको सुपरिवेक्षणको जिम्मेवारी दिन सकिनेछ।
 - ङ) आवश्यक सह-सुपरिवेक्षकको व्यवस्था सम्बन्धित विभाग/क्याम्पस प्रमुखले गर्नेछ, यसरी छानेको सह-सुपरिवेक्षकको योग्यता दफा ७ अनुसारकै हुनेछ।
१०. सुपरिवेक्षक र सह-सुपरिवेक्षक निश्चित भइसके पछि सम्बन्धित विद्यार्थीले आफुले गर्न चाहेको परियोजना कार्यको प्रस्तावको प्रस्तुतीकरण र प्रतिरक्षा गर्नुपर्नेछ। स्वीकृत प्रस्तावहरूको आधारमा विभागीय/क्याम्पस प्रमुखले सम्बन्धित विद्यार्थीको नाम, सुपरिवेक्षक/सह-सुपरिवेक्षक र प्रस्तावको शीर्षक उल्लेख गरी परियोजना कार्यको लागि विभाग/क्याम्पस प्रशासन र सम्बन्धितलाई जानकारी दिनुपर्नेछ।

परिच्छेद ६

परीक्षा संचालन सम्बन्धि व्यवस्था

११. क) परियोजना कार्य गर्ने विद्यार्थीले स्नातक तह चौथो वर्ष आठौं सेमेष्टरको सैद्धान्तिक तथा प्रयोगात्मक परीक्षा सम्पन्न भएको मितिले पैचालिस (४५) दिनभित्र परियोजना कार्यको प्रतिवेदन अनुसूचि ४ बमोजिमको ढाचामा सम्बन्धित सुपरिवेक्षक/सह-सुपरिवेक्षक वाट सिफारिस गराई



सम्बन्धित विभाग वा विभाग/क्याम्पसको RMC मा बुझाउनु पर्नेछ । विशेष परिस्थितिमा तोकिएको समयमा Project Work को अन्तिम प्रतिवेदन बुझाउन नसकेमा Supervisor को सिफारिसमा सम्बन्धित विभाग वा विभाग / क्याम्पसको RMC ले थप ३० दिन भित्र प्रतिवेदन बुझाउन अनुमति दिन सक्नेछ । परियोजना कार्यको प्रतिवेदनको भाषा अङ्ग्रेजीमा हुनुपर्नेछ । उक्त प्रतिवेदनको शोधसार (Abstract) नेपाली र अङ्ग्रेजी भाषामा उल्या गरी राख्नुपर्नेछ ।

ख) दफा ११ (क) बमोजिम प्राप्त हुन आएको परियोजना कार्यको एक प्रति प्रतिवेदन सहित कम्तीमा तीन जना सम्बन्धित क्षेत्रको विज्ञको नाम RMC अध्यक्षले विभागीय/क्याम्पस प्रमुखलाई सिफारिस गर्नु पर्नेछ र विभागीय/क्याम्पस प्रमुखले उक्त सिफारिस सहित कुनै एक बाह्यपरीक्षक नियुक्त गरिदिनहुन भन्ने व्यवहोरा खुलेको औपचारिक पत्र डीन कार्यालयमा पठाउनु पर्नेछ । यसरी सिफारिस हुने विषयविज्ञ सम्बन्धित विभागभन्दा बाहिरको हुनुपर्नेछ ।

घ) दफा ११ (ख) बमोजिम डीन कार्यालयबाट सिफारिस भई आएको बाह्य परीक्षक, विभागीय/क्याम्पस RMC अध्यक्ष वा निजले सिफारिस गरेको आन्तरिक परीक्षक र विभागीय प्रमुख सहितको एक मूल्याङ्कन समिति हुनेछ । यसको संयोजन विभागीय प्रमुखले गर्नेछ ।

ङ) सुपरिवेक्षक/सह-सुपरिवेक्षकले सम्बन्धित विद्यार्थीको परियोजना कार्य सम्पन्न भएको भनी मूल्याङ्कन गर्न सिफारिस गरेको कम्तीमा एक हप्ता पछि मात्र अन्तिम प्रतिकक्षा (Final defence with viva-voce examination) को मूल्याङ्कन गर्न सकिनेछ ।

च) मूल्याङ्कन समितिका सम्पूर्ण विज्ञ सदस्यहरु संग समन्वय गरी सम्बन्धित विद्यार्थीको परियोजना कार्य तथा यसको प्रतिवेदनको अन्तिम प्रतिरक्षा गर्ने मिति, स्थान र समय खुल्ने गरी विभाग/क्याम्पस RMC अध्यक्ष/विभागीय प्रमुखले एक सूचना जारी गर्नेछ । उक्त सूचना तथा जानकारी मूल्याङ्कन समितिका प्रत्येक विज्ञ सदस्य र विद्यार्थीलाई कम्तीमा तीन दिन अगावै सूचना पुग्ने गरी जानकारी गराउनु पर्नेछ ।

छ) विद्यार्थीको परियोजना कार्यको अन्तिम प्रतिरक्षा भौतिक उपस्थितिमा तोकिएको मिति, स्थान र समयमा हुनेछ । विद्यार्थीको परियोजना कार्यको अन्तिम प्रतिरक्षा कुनै विशेष कारणले भौतिक उपस्थितिमा हुन नसक्ने र सो कार्य वैकल्पिक विधि अर्थात परोक्ष सभा (Virtual meeting) बाट गर्न सकिने व्यहोरामा मूल्याङ्कन समितिका प्रत्येक सदस्य सहमत भएमा भौतिक उपस्थितिको वैकल्पिक व्यवस्था (जस्तै परोक्ष सभा) अपनाउन सकिनेछ । यदि वैकल्पिक व्यवस्था अवलम्बन गरी कुनै विद्यार्थीको परियोजना कार्यको अन्तिम प्रतिरक्षा गरेको निज विद्यार्थी सफल भएको खण्डमा सो कुराको तथ्य खुल्ने गरी एक टिप्पणी वा औपचारिक पत्र तयार गरी प्रतिरक्षा सफल भएको प्रतिवेदन र यसको मूल्याङ्कनपत्र संगै डीन कार्यालय मार्फत सु.प.वि.प.नि.का. मा बुझाउनु पर्नेछ ।



ज) परियोजना कार्यको पूर्वकार्य समीक्षा (Literature review), समस्याको पहिचान (Problem identification), परियोजना कार्यको उद्देश्य (Objectives), सान्दर्भिकता/औचित्यता (Relevance/Rationale), परियोजना कार्यको योजना (Research design), तथ्याङ्कको संकलन र विश्लेषण (Data collection and interpretation), नतिजा (Results) र निचोड/निष्कर्ष (Concluding remarks), समाजप्रतिको शैक्षिक/उपादेयता (Social/Academic utility), नवीनता (Novelty), लेखन शैली (Writing format), प्रस्तुतिकरण (Presentation) र मौखिक प्रश्नको सवाल जवाफ (Viva-voce) इत्यादिका आधारमा विद्यार्थीको परियोजना कार्यको प्रतिरक्षाको स्तर हेरी मूल्याङ्कन समितिले सिधै अनुमोदन (Approval), लघु परिशोधन (Minor revision) वा बृहत् परिशोधन (Major revision) पश्चात अनुमोदन वा अस्वीकृत (Rejection) गर्न सक्नेछन । लघु परिशोधन, बृहत् परिशोधन वा अस्वीकृत हुने अवस्थामा सो गर्नुपर्ने स्पष्ट तथ्य तथा प्रमाणहरु सम्बन्धित विद्यार्थीलाई मूल्याङ्कन समितिले सुपरिवेक्षक मार्फत मौखिक वा लिखित रुपमा दिनुपर्नेछ । उक्त परियोजना कार्यको प्रतिवेदनमा कुनै बौद्धिक चोरी, जालसाँझी र मिथ्याकरण (Plagiarism, Fabrication and Falsification) भएको हुनुहुदैन ।

१२. मूल्याङ्कन मापदण्ड

क) परियोजना कार्यको अनुमोदन सहित मूल्याङ्कन कर्ताहरुले अङ्कात्मक मूल्याङ्कन गर्नेछन् । मूल्याङ्कनकर्ताको मूल्याङ्कन अङ्कभार देहायबमोजिम हुनेछ ।

क्र.सं.	मूल्याङ्कन कर्ता	अङ्कभार (प्रतिशतमा)
१.	विभागीय प्रमुख	२५
२.	बाह्य परीक्षक /विषय विज्ञ	५०
३.	RMC Chair Person वा विभागीय प्रमुखले सिफारिस गरेको व्यक्ति (आन्तरिक परीक्षक)	२५
जम्मा		१००

सदृश (समान) मूल्याङ्कनका लागि माथि उल्लेखित अङ्कभारलाई सतप्रतिशत मानी मूल्याङ्कन समितिले अनुसूची ५ बमोजिमको ढाचाको फारम प्रयोग गर्नु पर्नेछ । मूल्याङ्कनको स्तर वृद्धि गर्ने हिसाबले सम्बन्धित विभाग वा विभाग/क्याम्पस RMC ले उक्त ढाचाको मुख्य स्वरुप परिवर्तन नहुने गरी सामान्य फेरबदल गर्न सक्नेछ ।

ख) दफा १२ (क) को मूल्याङ्कनको सन्दर्भमा सम्बन्धित विद्यार्थीको प्राप्ताङ्क ९०% वा सो भन्दा बढी र ६०% भन्दा कम भएमा प्रत्येक मूल्याङ्कन कर्ताले सो सम्बन्धमा वस्तुगत कारण लिखित रुपमा खुलाउनुपर्नेछ ।



१३. दफा ११ (ज) बमोजिम स्वीकृत प्रतिवेदनको एक प्रमाणित सक्कलप्रति, प्रतिरक्षा सफल भएको सम्बन्धमा सम्बन्धित क्याम्पसको औपचारिक पत्र, यसको दफा १२ (क) र (ख) बमोजिमको मूल्याङ्कन पत्र एकै साथ अनुसूची ६ बमोजिम सु.प.वि.प.नि.का. मा बुझाउनु पर्ने छ।

परिच्छेद ७

आर्थिक तथा खर्च व्यवस्थापन

१४. आर्थिक व्यवस्थापन परियोजना कार्य संचालनका लागि आर्थिक संकलन तथा खर्च व्यवस्थापन निम्न बमोजिम हुनेछ।

क) परियोजना कार्यका लागि सम्बन्धित विभाग/क्याम्पसको प्रति विद्यार्थी तोकिएको रकम रु ७५००१- (सात हजार पाँच सय) शुल्क उठाउनु पर्नेछ। यो कार्यविधि प्रारम्भ भएको मितिले प्रत्येक २/२ वर्षमा समयसापेक्ष परिमार्जन गरी उक्त रकमको १० प्रतिशतका दरले थप वृद्धि गर्न सकिनेछ। परियोजना कार्यको दर्ता प्रक्रिया संगै उक्त तोकिएको रकम विद्यार्थीले बुझाउनु पर्नेछ। परियोजना कार्यका लागि आवश्यक पर्ने विभाग/क्याम्पसको प्रयोगशालामा उपलब्ध नभएका (वैज्ञानिक तथा रसायन) तथा महंगा उपकरण स्वयम् विद्यार्थी आफैले व्यवस्था गर्नुपर्नेछ।

ख) खर्च व्यवस्था

अ) दफा १४ (क) अनुसार उठाएको रकम विभागीय प्रमुखको सिफारिस गरेअनुसार विभाग/क्याम्पस प्रशासनले आवश्यक प्रक्रिया पुऱ्याइ खर्च गर्नुपर्नेछ। उक्त दफा १४ (क) अनुसारको रकम मध्ये रु २०००१- (दूई हजार) Project Work को Proposal Evaluation मा खर्च गर्न सकिनेछ, र बाकी रकमलाई देहाय बमोजिमको खर्च गर्न सकिनेछ।

परियोजना सुपरिवेक्षक	३०००१-
बाह्य परीक्षक	१०००१-
विभागीय /क्याम्पस अनुसन्धान व्यवस्थापन समिति अध्यक्ष वा निजले सिफारिस गरेको आन्तरिक परीक्षक	६००१- प्रति सिफ्ट
विभागीय प्रमुख	६००१- प्रति सिफ्ट
विभाग/क्याम्पसको स्टाफ	१०० १- प्रति विद्यार्थी
अन्तिम प्रतिवेदन प्रस्तुतिकरण र मसलन्द	२००१-
जम्मा	५५००१-

आ) सह-सुपरिवेक्षकको व्यवस्था गरिएको खण्डमा निजलाई परियोजना सुपरिवेक्षण गरे बाफत प्रति विद्यार्थी रु १०००१- (एक हजार) का दरले रकम विभागीय/क्याम्पस प्रमुखले भुक्तानी दिनु पर्ने छ।



इ) बाह्य परिक्षकलाई विश्वविद्यालयको नियमानुसार दैनिक तथा भ्रमण भत्ता प्रदान गरिनेछ।



परिच्छेद ८

सुपरिवेक्षक तथा सह-सुपरिवेक्षकको परिवर्तन सम्बन्धि व्यवस्था

१५. RMC अध्यक्ष वा विभागको अनुसन्धान समितिको अध्यक्षको सिफारिसमा विभागीय/क्याम्पस प्रमुखले देहाय बमोजिमको अवस्थामा सुपरिवेक्षक वा सह-सुपरिवेक्षकको परिवर्तन गर्न सक्नेछ ।
 - क) सुपरिवेक्षक वा सह-सुपरिवेक्षकको आफ्नो शारीरिक अस्वास्थ्यताका अन्य कुनै उचित कारण देखाई आफुलाई तोकिएको जिम्मेवारी वहन गर्न असमर्थ रहेको लिखित जानकारी विभागीय प्रमुखलाई गराएमा ।
 - ख) सुपरिवेक्षक वा सह-सुपरिवेक्षकको सम्बन्धित विद्यार्थी तथा विभाग वा क्याम्पस संग सम्पर्क हुन सक्ने अवस्था नभएमा ।
 - ग) विद्यार्थीको परियोजना कार्यको अन्तिम प्रस्तुतिकरण र मूल्याङ्कन गर्ने समयमा भौतिक हिसाबले उपस्थित हुन नसक्ने भई विद्यार्थीको शैक्षिक वर्ष खेर जाने अवस्था आउने देखिएमा । सह-सुपरिवेक्षकको हकमा भने यो बुँदा अनिवार्य हुनेछैन । तर निजले सो सम्बन्धमा सम्बन्धित विद्यार्थीको परियोजना कार्यको अन्तिम प्रतिवेदन आफ्नो तर्फबाट स्वीकृत/मान्य छ भनी तयार गरी विभाग/क्याम्पस प्रमुख वा RMC अध्यक्षलाई पठाएको सहमति पत्र अनिवार्य हुनेछ ।
 - घ) सुपरिवेक्षक वा सह-सुपरिवेक्षकबाट सम्बन्धित विद्यार्थीलाई परियोजना कार्यको सम्बन्धमा मर्का परेको व्यहोरा उक्त विद्यार्थीले विभागीय/क्याम्पस प्रमुख वा RMC अध्यक्षलाई लाई लिखित निवेदन दिएमा र उक्त निवेदनमा खुलाएको कारण विभागीय प्रमुखले मनासिब ठानेमा ।
 - ङ) सुपरिवेक्षक वा सह-सुपरिवेक्षकको मृत्यु भएमा ।



परिच्छेद ९

परियोजना कार्यको ढाँचा

१७. परियोजना कार्यको ढाँचा अनुसूची ४ अनुसार हुनेछ। गुणस्तर वृद्धि गर्ने हिसाबले सम्बन्धित विभागीय प्रमुखले उक्त ढाँचाको मुख्य स्वरूप परिवर्तन नहुने गरी सामान्य फेरबदल गर्न सक्नेछ। सो सम्बन्धमा परियोजना कार्यको प्रतिवेदनको अन्तिम प्रस्तुतिकरण तथा मूल्याङ्कनका समयमा सम्बन्धित विभागीय / क्याम्पस प्रमुख वा RMC अध्यक्ष बाह्य परीक्षकलाई आवश्यक जानकारी गराउनु पर्नेछ।

परिच्छेद १०

संशोधन र खारेजी

१८. यो कार्यविधि डीनको सिफारिसमा प्राज्ञिक परिषद्को बैठकले आवश्यक संशोधन वा खारेजी गर्न सक्नेछ।



अनुसूची १

मिति:

श्रीमान् अध्यक्ष ज्यू,

अनुसन्धान व्यवस्थापन समिति/विभागीय प्रमुख

.....विभाग /क्याम्पस

.....

विषय : परियोजना कार्य गर्न पाँऊ भन्ने वारे ।

महोदय,

उपर्युक्त विषयका सम्बन्धमा यस विभाग/क्याम्पसको स्नातक तह चौथो वर्ष आठौं सेमेष्टरमा
..... मूल विषय छनौट गरी अध्ययनरत म
.....रजिष्ट्रेसन नं..... ले उक्त विषय अन्तर्गत
परियोजना कार्य (PRW-481) गर्न चोहेकाले मेरो स्नातक तह तेस्रो वर्ष छैठौं सेमेष्टरको लब्धाङ्क
पत्रको प्रमाणित प्रतिलिपि सहित तपसिलमा उल्लेख गरे अनुसारको क्षेत्रमा परियोजना कार्य गर्न पाँऊ
भनी यसै निवेदन साथ अनुरोध गर्दछु ।

तपसिल

परियोजना कार्यको शिर्षक :

परियोजना कार्य गर्न लाग्ने अनुमानित समय :

परियोजना कार्य गर्न अपेक्षा गरेको सुपरिवेक्षक/सह-सुपरिवेक्षक :

माथि उल्लेखित परियोजना कार्य गर्न लाग्ने नियमित प्रयोगशाला बाहेकको सम्भावित खर्च म स्वयले नै
व्यवस्था गर्नेछु ।

निवेदक

हस्ताक्षर :

नाम थर :

रजिष्ट्रेसन नं.

फोन नं.

इमेल ठेगाना



अनुसूची -२

**Guideline and Fee Structure for
Undergraduate Level
Project Work (PRO-481) Proposal**



**B.Sc. Fourth Year
8th Semester**

**Faculty of Science and Technology
Far Western University
Mahendranagar, Kanchanpur, Nepal**

2082



1. Cover Page

Required Elements

- Project title (clear and specific)
- Department and campus name
- Student name, registration/roll number, program, and semester
- Supervisor name
- Date of submission

Purpose: Gives the first impression and provides all basic identification information of the project.

2. Abstract

Required Elements

- Brief background or context of the study
- Clear statement of the research problem or objective
- Short description of the methodology used
- Expected findings
- Implications of the study

Purpose: Provides a concise summary of the entire project, enabling readers to quickly understand the study's objectives, methods, major findings, and significance.

Keywords: 3-5 key words (Alphabetical order)

3. Table of Contents

Required Elements

- List of all main headings and subheadings
- Corresponding page numbers for each headings/subheading
- Consistent numbering format (e.g., 1, 1.1, 1.2, etc.)
- Clear hierarchical structure of headings and subheadings

Purpose: Provides an organized outline of the document, allowing readers to easily locate chapters, sections, and key topics within the project report.



4. Introduction

Required Elements

- General context of the study area or topic
- Relevant facts, observations, or current trends
- Brief background showing why the topic is important

Purpose: Provides readers with a clear understanding of the study context and sets the stage for the research problem.

5. Statement of the Problem

Required Elements

- Specific issue, challenge, or gap that the study addresses
- Evidence or facts to show the importance of the problem
- Clear explanation of what is unknown or not properly addressed in previous studies

Purpose: Defines the core research problem and justifies why the study is necessary. It connects directly to the objectives and methodology.

6. Research Questions / Hypotheses (if applicable)

Required Elements

- Key questions the study aims to answer
- Hypotheses (if the study tests specific predictions)

Purpose: Clarifies the focus of the study and guides data collection and analysis.

7. Objectives of the Study

Required Elements

- **General objective:** The broad aim of the study
- **Specific objectives:** Concrete, measurable goals that help achieve the general objective

Purpose: Guides the research process and helps in designing methodology and analysis.



8. Methodology

Required Elements

- **Study area:** Description and justification for choosing it
- **Research design:** Approach and overall plan
- **Data types & sources:** Primary and secondary data
- **Sampling techniques & sample size:** How participants or samples are selected
- **Data collection tools:** Surveys, questionnaires, interviews, experiments, observations, methods and numerical solutions etc.
- **Data analysis methods:** How data will be processed and interpreted

Purpose: Explains how the study will be conducted, ensuring reproducibility and validity.

9. Limitations and Delimitations

Required Elements

- Boundaries of the study (geographical, temporal, or thematic)
- Potential limitations and challenges that might affect results

Purpose: Sets realistic expectations for the study and highlights potential constraints.

10. Ethical Considerations (If applicable)

Required Elements

- Ethical approval requirements, if any
- Participant consent and confidentiality
- Responsible handling of data

Purpose: Ensures the study follows proper ethical standards and protects participants and data integrity.

11. Expected Outcomes

Required Elements

- Anticipated results, findings, or contributions
- Practical, academic, or policy relevance

Purpose: Shows the potential impact and usefulness of the study.



12. Organization of the study/Tentative Chapter Plan

Required Elements

- Structure of the final project report

Purpose: Helps to organize the final project report in structured way

13. Work Plan and Time Schedule

Required Elements

- Step-wise plan of activities (Literature review, pilot/preliminary survey, proposal submission, fieldwork, data collection, analysis, draft report writing and final report writing and submission, and Publication)
- Estimated timeline (can be a table or Gantt chart)

Purpose: Helps monitor progress and ensures timely completion of the project.

14. Estimated Budget

Required Elements

- Item-wise cost estimate (e.g., fieldwork, data collection, printing, transport)
- Justification for each expense

Purpose: Ensures proper planning and transparency for project-related costs.

15. References

Required Elements

- List of all sources cited in Standard citation style (APA, Harvard, or other relevant)

Purpose: Gives credit to original authors and provides evidence of academic work.

16. Appendices (if required)

Required Elements

- Questionnaires, checklists, interview guides, maps, figures, or additional materials

Purpose: Provides supplementary material for better understanding and verification.



Proposal Evaluation and Fee Structure

1. Proposal Submission

- Students shall prepare a comprehensive project proposal in the prescribed format.
- The completed proposal shall be submitted to the Research Management Committee (RMC) through the concerned department/campus for academic review and scheduling of the proposal defense.

2. Proposal Submission and Evaluation

- The proposal evaluations conducted by the Research Management Committee (RMC).
- The proposal evaluation committee consist of:
 - Head of Department (HoD)-Coordinator
 - Subject Expert/External Examiner-Member
 - RMC President/representative-Member Secretary
- The proposal is evaluated on the relevancy of topic, prescribed structure/format, academic relevance, originality, feasibility, quality of background study, objectives, methodological rigor, expected outcomes, compliance with institutional standards and presentation skill.

3. Approval of Proposal and Commencement of Project Work

- Upon successful defense, the evaluation committee approved the proposal, and formally informed to the supervisor and students.
- In cases where revisions are required, students shall incorporate the recommended corrections and resubmit the revised proposal for final approval. If the proposal title needs to be changed, an application must be submitted to the Department/campus RMC in the prescribed format, based on the supervisor's recommendation. The RMC will review the request and may grant approval in consultation with the Head of the Department/ Campus Chief.
- After receiving formal approval from the evaluation committee, students shall be permitted to proceed with the project work under the guidance of the assigned supervisor.



- The students should take permission from institutional review committee, if applicable.
- Students are not allowed to data collection, fieldwork, laboratory work, or analysis prior to official approval of the proposal.

4. Project Supervision and Monitoring

- Each student shall work under the assigned academic supervisor, who shall provide continuous guidance throughout the project period.
- The supervisor shall be responsible for monitoring progress, providing technical and academic support, and ensuring adherence to ethical and academic standards.

5. Fee Allocation Structure

The Bachelor Level Project Work Fee shall be NRs. 7,500 (Nepalese Rupees Seven Thousand Five Hundred only) per student. Out of this total fee, NRs. 2,000 is specifically allocated for proposal evaluation, including proposal defense meetings, expert evaluation, and administrative facilitation. The remaining amount supports supervision, coordination, and quality assurance throughout the project work. The collected amount shall be distributed among the concerned academic and administrative authorities as follows:

S.N.	Fee Head	Proposal evaluation meeting allowance (NRs.)
1	Head of Department (HoD)/Campus Chief	500/shift
2	Research Management Committee (RMC)- Chair Person/representative	500/shift
3	Subject Expert/External Examiner*	500/shift
4	Staffs	500/shift
Total		2000

**TA/DA shall be provided to the external examiner as per the university rules during the final project work evaluation.*



(Format for cover page)

[TITLE OF THE PROJECT WORK PROPOSAL]

(Note: Center, All caps, Bold, Font size 16, UPPERCASE) (Word limit: 10-20)

Logo of FWU (Note: Center)

A Project Work Proposal Submitted to the

(Note: Center, All caps, not bold, Font size 12)

Central Department of ... (Name of Department)/Name of campus

Faculty of Science and Technology

Far Western University Nepal

(Note: Center, All caps, Bold, Font size 14)

For the Partial Fulfilment of the

Bachelor Degree of Science in ... (Name of subject)....

(Note: Center, All caps, not Bold, Font size 12)

BY

(Note: Center, All caps, not bold, Font size 12)

[Full Name of the Student]

Symbol No....

FWU Registration No.....

(Note: Center, All caps, bold, Font size 12)

Under the Supervision

(Note: Center, All caps, bold, Font size 14)

Name of Supervisor (Note: Center, All caps, bold, Font size 14)

Designation (Note: Center, All caps, Not bold, Font size 14)

(Note: Center, All caps, not bold, Font size 14)

[Month, Year] (Note: Center, All caps, Bold, Font size 14)



Template
**SOLID WASTE MANAGEMENT STATUS IN BHEEMDATT
MUNICIPALITY, MAHENDRANAGAR, KANCHANPUR, NEPAL**



A Project Work Proposal Submitted to the
Central Department of General Science
Faculty of Science and Technology
Far Western University Nepal

For the Partial Fulfilment of the
Bachelor Degree of Science in Environmental Science

BY
Albert Einstein
Symbol No: 1111
FWU Registration No: 82-01-5656

Under the Supervision
Gallio Gallio
Professor
April, 2026



Abstract

(Note: Center, All caps, Bold, Font size 14)

Text: (Times New Roman, Font size 12), Spacing (1.5)

Word limit: 200-250 words

No. of pages: (preferable within a page, write in justified form, single paragraph)

(Note: Times New Roman, Font size 12)

Keywords (Note: Times New Roman, Font size 10, Italics):,,,, (Note: Write four-five keywords, Times New Roman, Font size 10, not in Italics).



सोधसार (अनिवार्य)

(नोट: मध्य, बाक्लो, कोकिला, १६)

मुल पाठ: (कोकिला, १६)

पाना संख्या (एक पानाभिन्न समेटिने गरी लेख्नुपर्ने)

(नोट: हरफ मिलेको, कोकिला, १६)

Keywords (Note: Times New Roman, Font size 10, Italics):,,,, (Note: Write 3-5 keywords, Times New Roman, Font size 10, not in Italics).



Table Of Contents

(Note: Center, All caps, Bold, Font size 14), All text should be written in 12 font size.

Contents	Page No.
Cover Page	
Abstract (All caps, bold letter, Font size 14)	i
Table of Contents (All caps, bold letter, Font size 14)	ii
List of Tables (All caps, bold letter, Font size 14)	iii
List of Figures (All caps, bold letter, Font size 14)	iv
List of Acronyms and Abbreviations (All caps, bold letter, Font size 14)	v
List of Symbols (All caps, bold letter, Font size 14)	vii
1. Introduction (All caps, bold letter, Font size 14)	
1.1 Background (Bold, Font size 12)	..
1.2 Statement of Problem (Bold, Font size 12)	..
1.3 Research Questions/Hypotheses (Bold, Font size 12)	..
1.4 Objectives (Bold, Font size 12)	..
1.4.1 General objective (Bold, Font size 12)	..
1.4.2 Specific objectives (Bold, Font size 12)	..
1.5 Limitations (If any) (Bold, Font size 12)	..
2. Methodology (All caps, bold letter, Font size 14)	
3. Limitations and Delimitations (All caps, bold letter, Font size 14)	
4. Ethical Considerations (All caps, bold letter, Font size 14)	
5. Expected Outcomes (All caps, bold letter, Font size 14)	
6. Organization of Study/Tentative Chapter Plan (All caps, bold, Font size 14)	
7. Work Plan and Time Schedule (All caps, bold letter, Font size 14)	
8. Estimated Budget (All caps, bold letter, Font size 14)	
9. References (All caps, bold letter, Font size 14)	
10. Appendices (All caps, bold letter, Font size 14)	

Note: The proposal text should be formatted in Times New Roman, font size 16 for title (bold), 14 for main headings (bold), 12 for subheadings (bold) and 12 (without bold) for main text, Line Spacing 1.5, and fully justified.



अनुसूची - ३

सुदूरपश्चिम विश्वविद्यालय

.....विभाग/क्याम्पस

श्री.....

मिति:

विषय: अनुमति सम्बन्धमा

यस विभाग/क्याम्पस को मिति.....गते बसेको प्रस्तावना मूल्यांकन समिति को बैठकले तपसिलको Project Work (PRW-481) Proposal संशोधन सहित स्वीकृत गर्ने निर्णय गरेको व्यहोरा जानकारी गरिन्छ ।

तपसिल:

विद्यार्थीको नाम:

Supervisor को नाम:

Project Work को शिर्षक:

Project Work Proposal दर्ता मिति:

Project Work प्रतिवेदन बुझाउने समयावधि: आठौं सेमेस्टरको सत्रान्त शैद्धान्तिक र प्रयोगात्मक परीक्षा सम्पन्न भएको मितिले ४५ दिन भित्र । विशेष परिस्थितिमा तोकिएको समयमा Project Work को अन्तिम प्रतिवेदन बुझाउन नसकेमा Supervisor को सिफारिसमाविभाग/क्याम्पस को RMC ले थप ३० दिन भित्र प्रतिवेदन बुझाउन अनुमति दिन सक्नेछ ।

प्रमुख तथा संयोजक
प्रस्तावना मूल्यांकन समिति
.....विभाग/क्याम्पस

बोधार्थ:

१.Supervisor,Department/Campus.....

२.विभाग/क्याम्पस प्रमुख



अनुसूची -४

Guideline for Undergraduate Level

Project Work/Case Study/Internship/Term Paper
Writing



**B.Sc. Fourth Year
7th and 8th Semester**

Faculty of Science and Technology
Far Western University
Mahendranagar, Kanchanpur, Nepal

2082



General Guidelines for Project Work Format

It is mandatory to ensure consistency and uniformity in the format of Project Work undertaken by B.Sc. IV Year (8th Semester) students across all departments and constituent campuses under the Faculty of Science and Technology (FoST), Far Western University, Nepal.

The format of the Project Work included the following headings/items:

- i. Cover Page
- ii. Declaration
- iii. Letter of Recommendation
- iv. Letter of Approval
- v. Certificate of Acceptance
- vi. Acknowledgements
- vii. Abstract
- viii. Table of Contents
- ix. List of Tables
- x. List of Figures
- xi. List of Acronyms and Abbreviations
- xii. List of Symbols
1. Chapter 1: Introduction
2. Chapter 2: Literature Review
3. Chapter 3: Methodology
4. Chapter 4: Result and Discussions
5. Chapter 5: Conclusions and Recommendations
6. References
7. Appendix

The details of these headings/items are given



(Format for cover page)

[TITLE OF THE PROJECT WORK]

(Note: Center, All caps, Bold, Font size 16)

Logo of FWU (Note: Center

A Project Work Submitted to the

(Note: Center, All caps, sentence case, normal, not bold, Font size 14)

..... **(Name of Department/campus)**

Faculty of Science and Technology

Far Western University Nepal

(Note: Center, All caps, Bold, Font size 14)

For the Partial Fulfilment of the Requirements of Bachelor Degree

of Science in (Name of subject)

(Note: Center, All caps, Bold, Font size 14)

BY

(Note: Center, All caps, not bold, Font size 14)

[Full Name of the Student]

Symbol No....

FWU Registration No.....

(Note: Center, All caps, Bold, Font size 14)

[Month, Year]

(Note: Center, All caps, Bold, Font size 14)



DECLARATION

(Note: Center, All caps, Bold, Font size 16)

This project work entitled "... (**Title, bold faced letter**)" is being submitted to the ... (Name of department/Campus)....., Faculty of Science and Technology, Far Western University, Nepal for the partial fulfillment of the requirements of Bachelor's Degree of Science (B.Sc.) in ...(Name of subject).... This project work is carried out by me under the supervision of(Name of supervisor) in the (Name of department/ Campus), Faculty of Science and Technology, Far Western University, Nepal.

This work is original and has not been submitted earlier in part or full in this or any other form to any university or Faculty, here or elsewhere, for the award of any degree.

(Note: Times New Roman, Sentence case, normal text, Font size 12)

.....

(Signature)

Name of student

Symbol No.

FWU Registration No.....



LETTER OF RECOMMENDATION

(Note: Center, All caps, Bold, Font size 16)

This is to recommend that ... **(Name of student, bold faced letter)**....., (Symbol No....., FWU Registration No.....), has carried out project work entitled “..... **(Title, bold faced letter)**.....” for the requirements of Bachelor’s Degree of Science (B.Sc.) in ...(Name of subject)..... under my/our supervision in (Name of department/Name of Campus)...Faculty of Science and Technology, Far Western University, Nepal.

To my/our knowledge, this work has not been submitted for any other degree.

He/She has fulfilled all the requirements laid down by the Faculty of Science and Technology, Far Western University, Nepal for the submission of the project work for the partial fulfillment of Bachelor of Science (B.Sc.) degree.

(Note: Sentence case, Times New Roman, Font size 12)

.....

.... **(Name of Supervisor)**

Name of Department/Campus

Faculty:

University:

[Day, Month, Year]



LETTER OF APPROVAL

(Note: Center, All caps, Bold, Font size 16)

[Date: Day/Month/Year]

On the recommendation of (**name of supervisor, bold faced letter**), this project work is submitted by (**name of student**)....., Symbol No., FWU Registration No....., entitled(**title, in bold faced letter**).....” is forwarded by ... (Name of department/Name of Campus)....., for the approval to the Evaluation Committee, Department/Campus, Far Western University, Nepal

He/She has fulfilled all the requirements laid down by the Faculty of Science and Technology, Far Western University, Nepal for the project work.

(Note: Sentence case, Times New Roman, Font size 12)

.....
.... (**Name**)

Head of Department/Campus Chief



CERTIFICATE OF ACCEPTANCE

(Note: Center, All caps, Bold, Font size 16)

This project work entitled "...(**Title, bold faced letter**)..." by ...(Name of student).... (Symbol No.....and FWU Registration No.....) under the supervision of ...(Name of supervisor).... in(Name of department/Name of Campus), Faculty of Science and Technology, Far Western University, is hereby submitted for the partial fulfillment of the Bachelor's Degree of Science (B.Sc.) in ...(Name of subject).... This report has been accepted and forwarded to the Controller of Examination, Faculty of Science and Technology, Far Western University, Nepal for the legal procedure.

(Note: Sentence case, Times New Roman, Font size 12)

.....

.... (Name)

External Examiner

Department:

Campus/Faculty:

University: Campus/Faculty:

.....

.... (Name)

RMC Chairperson/Member Secretary

Evaluation Committee

Department:

University:

.....

.... (Name)

Head/Campus Chief and Convener

.....Name of Department/Campus.....

Faculty of Science and Technology

Far Western University

[Day, Month, Year]



ACKNOWLEDGEMENTS

(Note: Center, All caps, Bold, Font size 16)

Text: (Times New Roman, Sentence case, Font size 12, spacing within a paragraph 1.5)

No. of pages: (Not more than 1 pages, write in justified form)

I would like to express my sincere gratitude to my respected supervisor, **(Name of Supervisor), (Designation)**, Department/Campus **(Name of Department/Campus)**, for his/her continuous guidance, valuable suggestions, constructive comments, and encouragement throughout the entire research period. His/Her constant support and timely feedback from the beginning to the completion of this research were instrumental in successfully accomplishing this study.

I would like to acknowledge the **(Name of Department/Campus)**, for providing me with the opportunity to carry out this research work.

I am also thankful to **(Name), Head of Department** for providing administrative and academic support during my study period.

My heartfelt appreciation goes to my parents and family members for their unconditional love, continuous encouragement, moral support, and patience throughout my academic journey. Without their blessings and support, this achievement would not have been possible.

I would also like to extend my sincere thanks to my friends, classmates, and well-wishers for their continuous cooperation, encouragement, and inspiration during the course of this research.

Finally, I express my sincere appreciation to all individuals and institutions who directly or indirectly supported me during the fieldwork, data collection, analysis, and preparation of this report.

.....

Signature

Name of student

Symbol. No. ...

FWU Registration No.....



[Month, Year]

ABSTRACT

(Note: Center, All caps, Bold, Font size 16)

Text: (Times New Roman, Sentence case, Font size 12, Line spacing 1.5)

Word limit: 200-250 words

No. of pages: (preferable within a page-single page, write in justified form)

Keywords (Note: Times New Roman, Font size 10, Italics):,,,, (Note: Write 3-5 keywords, Times New Roman, Font size 10, not in Italics).



सोधसार (अनिवार्य)

(नोट: मध्य, बाक्लो, कोकिला, १६)

मुल पाठ: (कोकिला, १६)

पाना संख्या (एक पानाभित्र समेटिने गरी लेख्नुपर्ने)

(नोट: हरफ मिलेको, कोकिला, १६)

Keywords (Note: Times New Roman, Font size 10, Italics):,,,, (Note: Write 3-5 keywords, Times New Roman, Font size 10, not in Italics).



TABLE OF CONTENTS

(Note: Center, All caps, Bold, Font size 16)

Text: (Times New Roman, Sentence case, Font size 12, Line spacing 1.5)

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1.1 Background (Bold, Font size 12)		..
1.2 Statement of Problem (Bold, Font size 12)		..
1.3 Rationale(Bold, Font size 12)		..
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1.5.2 Specific objectives (Bold, Font size 12)	..	
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2.1 (Sub-heading, if any) (Bold, Font size 12)	..	
2.2 (Sub-heading, if any) (Bold, Font size 12)	..	
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3.1.1 (Sub-heading, if any) ..

3.1.2 (Sub-heading, if any) ..

3.2 Methods (Bold, Font size 12) ..

3.2.1 (Sub-heading, if any) ..

3.2.2 (Sub-heading, if any) ..

CHAPTER 4: RESULTS AND DISCUSSION(All caps, bold letter, Font size 14)

4.1 (Sub-heading, if any) (Bold, Font size 12) ..

4.2 (Sub-heading, if any) (Bold, Font size 12) ..

4.3 (Sub-heading, if any) (Bold, Font size 12) ..

CHAPTER 5: CONCLUSIONS AND RECOMMENDATIONS(All caps, bold letter,
Font size 14)

REFERENCES (All caps, bold letter, Font size 14) ..

APPENDIX (All caps, bold letter, Font size 14) ..



LIST OF TABLES

(Note: Center, All caps, Bold, Font size 16)

Text: (Times New Roman, Sentence case, line spacing 1.5, Font size 12)

Table No (bold faced letter):	Title of the table (not bold, font size 12)	Page No.
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Table 3:	..	



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(Note: Center, All caps, Bold, Font size 16)

Text: (Times New Roman Sentence case, line spacing 1.5, Font size 12)

Figure No (bold faced letter):	Title of the figure (not bold, font size 12)	Page No.
Figure 1:	...	
Figure 2:	...	
Figure 3:	...	



LIST OF ACRONYMS AND ABBREVIATIONS

(Note: Center, All caps, Bold, Font size 16)

Text: (Times New Roman, Sentence case, line spacing 1.5, Font size 12, arrange in alphabetical order)

Examples:

FoST:	Faculty of Science and Technology
FWU:	Far Western University
CC:	Climate Change
NGO:	National Governmental Organization



LIST OF SYMBOLS

(Note: Center, All caps, Bold, Font size 16)

Text: (Times New Roman, Sentence case, line spacing 1.5, Font size 12)

Examples:

β	Beta
α	Alpha
γ	Gamma
θ	Theta



CHAPTER I: INTRODUCTION

(All caps, bold faced letter, Font size 16)

1.1 Background (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

1.2 Statement of Problem (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

1.3 Rationale (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

1.4 Research Questions (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

1.5 Objectives (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

1.5.1 General objective: (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

1.5.2 Specific objectives: (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

1.6 Limitations and Delimitations (If any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)



CHAPTER II: LITERATURE REVIEW

(All caps, bold faced letter, Font size 16)

2.1 (Sub-heading, if any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

2.2 (Sub-heading, if any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

2.3 (Sub-heading, if any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)



CHAPTER III: METHODOLOGY

(All caps, bold faced letter, Font size 16)

3.1 Materials

3.1.1 (Sub-heading, if any) (Bold, font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

3.1.2 (Sub-heading, if any) (Bold, font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

3.1.3 (Sub-heading, if any) (Bold, font size 12)

(Text: Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

3.2 Methods

3.2.1 (Sub-heading, if any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

3.2.2 (Sub-heading, if any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

3.2.3 (Sub-heading, if any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)



CHAPTER IV: RESULTS AND DISCUSSION

(All caps, bold faced letter, Font size 16)

4.1 (Sub-heading, if any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

4.2 (Sub-heading, if any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12; not bold)

4.3 (Sub-heading, if any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

4.4 (Sub-heading, if any) (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)



CHAPTER V: CONCLUSIONS AND RECOMMENDATION

(All caps, bold faced letter, Font size 16)

5.1 Conclusions (Bold, Font size 12)

5.2 Novelty and National Prosperity aspect of Project work (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)

5.3 Recommendations for further work (Bold, Font size 12)

(Text: Times New Roman, Sentence case, spacing 1.5, Font size 12, not bold)



REFERENCES

(All caps, bold faced letter, Font size 16, APA Style)

APPENDIX

(All caps, bold faced letter, Font size 16)

...Scientific publication, questionnaires, long computational algorithms, if necessary

Times New Roman, Font size 12, line Spacing1.5)



Note: Project work for certain subjects, such as **Mathematics** and **Statistics**, may not fully conform to the standard project format outlined above. In such cases, the **body of the project report** should be organized in the following manner to ensure clarity, coherence, and academic rigor:

a) Introduction

- Provide the background and context of the project.
- Clearly state the objectives and scope of the work.
- Explain the methodology or approach adopted for carrying out the project.
- Highlight the significance or relevance of the study within the subject area.

b) Chapters with Special Headings

- Organize the main content of the project into chapters with meaningful headings.
- Include all theoretical concepts, mathematical formulations, statistical analyses, computations, or problem-solving approaches performed by the student.
- Present data, results, and interpretations in a clear and systematic manner.
- Include diagrams, tables, or figures wherever necessary to support the analysis.

c) Summary and Conclusions

- Provide an overall summary of the work carried out.
- Highlight the key findings or results obtained from the project.
- Draw conclusions based on the analysis and discussion.
- Offer recommendations for further study, improvement, or potential applications, if applicable.

d) References / Bibliography

- Include all sources, textbooks, research papers, and other references cited in the project report, following an appropriate citation style.

e) Appendices (if necessary)

- Include additional material such as extended data sets, derivations, program codes, or supplementary calculations that support the project but are not essential in the main body.



Language of Project work:

- The project work must be written in English.
- Presentation of the project work in viva-voce examination should also be conducted in English medium.
- Grammar, spelling, and sentence structure must be carefully checked to maintain academic clarity.
- Use of informal language, contractions, and colloquial expressions should be strictly avoided.
- All abbreviations and acronyms should be spelled out in full at first use, followed by the abbreviation in parentheses.

Length and quality of printing of Project work:

- The project work should be printed in single sided white bond paper of A4 size with body text not less than 25 pages.
- Photocopy of printing is not acceptable.
- Printing should be clear, sharp, and uniform throughout the document without ink smudges or faded text.
- Proper margin spacing should be maintained on all sides to allow for binding.
- All pages should be securely bound in a standard format approved by the department/Faculty.
- Handwritten corrections or overwriting on printed pages are not acceptable.

Typeface and font size:

- The project work should be written in Times New Roman.
- The font size should be 12 throughout the text except as mentioned above.
- Equations and formulae should be preferably written in 10 font size.
- The scientific names should be written in italics.
- The text should be justified.
- Headings and sub-headings may be formatted using bold style with appropriate font sizes as per guidelines.



- Uniform line spacing (preferably 1.5 spacing for body text) should be maintained throughout the document.
- Page numbers should be placed consistently at the bottom center or bottom right of each page.
- Units, symbols, and scientific notations should follow internationally accepted standards (SI units).

Tables and Figures:

- Tables and figures should appear in the text closely to the point where it is first discussed.
- Table number and its heading should be placed above the body of the table.
- Figure number and its heading should be placed below the body of the figure.
- The font size for both table and figure caption should be 10.
- Table number and figure number must be continuous in the report.
- Table number and figure number are written in bold faced letter while their titles are written not in bold.
- All tables and figures must be referred to explicitly in the text.
- Source of data (if applicable) should be mentioned below the table or figure in font size 10.
- Tables and figures should be clear, readable, and properly aligned within page margins.
- Excessively large tables or figures should be placed in the appendix with proper referencing in the text.
- Abbreviations used in tables and figures should be explained either in footnotes or captions.

Examples:

Table 1 (font 10, bold):Title (font 10, not bold).....

Figure 1 (font 10, bold):Title (font 10, not bold).....



Margins:

- In printing- top, right and bottom margins should be 2.5 cm and left margin should not be less than 3.5 cm.
- Page number should be at least 1.5 cm above from the lower edge of the paper.
- Uniform margin settings should be maintained consistently throughout the entire document.
- Margins should allow adequate space for binding without obscuring text or figures.
- No text, tables, figures, or page numbers should extend into the margin areas.

Spacing:

- Spacing for text: 1.5 spacing throughout the body of text
- Spacing for references: 1.5 spacing within each entry and 2.0 spacing between each entry.
- Spacing should be applied consistently across all chapters, sections, and sub-sections.
- Captions for tables and figures should be single spaced with adequate space before and after.

Pagination:

- Every page has a number.
- Use small Roman numerals (i, ii, iii,) for the preliminary pages such as *declaration, certificate of approval, table of contents etc.*
- Count the inner cover page as page i and the other pages such as *declaration, certificate of approval, table of contents etc.* ii, iii, iv, etc.
- Do not print the page number on inner cover page.
- Use Arabic Hindu numbers (1, 2, 3, 4, ...) starting with page 1 from chapter 1.
- Page numbering style should be consistent
- Page numbers should not be enclosed in brackets or decorative symbols.



Reference and citation in the text:

- American Psychological Association (APA) format should preferably be followed for both in-text citations and reference listing, where references are arranged alphabetically and in chronological order by the surname of the first author. The spacing for references should be 1.5 within each entry and double spacing between consecutive entries, using a hanging indent format in which the first line starts flush left and subsequent lines are indented. Other standard referencing styles such as AMS (American Mathematical Society), AIP (American Institute of Physics), ACS (American Chemical Society), or similar internationally recognized formats may also be accepted.
- Every reference cited in the text and present in the reference list should be linked and synchronize in standard reference management program such as EndNote, Mendeley, Latex, Zotero etc.
- In-text citations must strictly correspond to entries in the reference list.
- Secondary citations should be avoided unless absolutely necessary and clearly indicated.
- Use of DOI or URL (where applicable) is encouraged to enhance reference traceability.
- Consistency in citation style must be maintained throughout the document.
- Plagiarism, AI generated text should be strictly avoided, and all borrowed ideas, data, and figures must be properly cited.



Examples of using APA format in reference and citation:

i) Book of single author:

Surname, Initial uppercase letter of author's name (Year). *Title of the Book*. Place of publication.

Example: Sharma, B. R. (2021). *Introduction to Environmental Science*. Kathmandu, Nepal: Buddha Publications.

Citation in the text: (Sharma, 2021) or Sharma (2021) explained ...

In APA, book titles are italicized and only the first word of the title and subtitle and proper nouns are capitalized

ii) Book of two authors:

Surname, I., & Surname, A. (Year). "Title of the Chapter/Section," *Title of Book*. Place, Publisher.

Example: Thapa, R., & Adhikari, S. (2019). "Water Resource Management in Nepal," *Natural Resource Management in Nepal*. Lalitpur, Nepal: NAST.

Citation in the text: (Thapa & Adhikari, 2019) or Thapa and Adhikari (2019) stated that ...

When citing works with two authors in text, use "&" in parentheses and "and" in narrative.

iii) Book of three or more authors:

Surname, A., Surname, B., & Surname, C. (Year). *Title of Book*. Place, Publisher, Nepal context.

Example: Karki, S., Bhandari, D., & Joshi, N. (2020). *Agricultural Systems in the Himalayas*. Pokhara, Nepal: Himalayan Press.

Citation in the text: (Karki et al., 2020) or Karki et al. (2020) explained ...

iv) Journal of single author:

Surname, A. A. (Year). "Title of article," *Journal Name*, Volume, page range.

Example: Rana, T. (2018). "Surface Water Quality Assessment in Western Nepal," *Journal of Water Science and Technology*, 15, 33–42.

Citation in the text: (Rana, 2018) or Rana (2018) explained ...

v) Journal of two authors:



Surname, A. A., & Surname, B. B. (Year). "Title of article," *Journal Name*, Volume, page range.
Example: Neupane, M., & Gurung, P. (2022). "Hydrochemical Analysis of Springs in Far-Western Nepal," *Nepal Journal of Hydro Science*, 10, 101–110.

Citation in the text: (Neupane & Gurung, 2022) or Neupane and Gurung (2022) highlighted ...

vi) Journal of three or more authors:

Surname, A. A., Surname, B. B., Surname, C. C., Surname, D. D., Surname, E. E., & Surname, F. F. (Year). *Journal Name*, Volume, page range.

Example: Shrestha, R., Bhandari, K., Joshi, M., Singh, A., Rai, P., & Khatri, B. (2021). "Climate Variability and Water Resources in Nepal," *Journal of Climate Research*, 12, 76–88.

Citation in the text: (Shrestha et al., 2021) or Shrestha et al. (2021) found that ...

Journal titles and volume numbers are always *italicized* while article titles are in regular font.

vii) Ph.D/Master's Dissertation:

Surname, Initial. (Year). *Title of thesis* (Unpublished master's thesis). Faculty/Department, Central Campus, Far Western University, Mahendranagar, Kanchanpur, Nepal.

Example: Joshi, A. (2023). *Water Quality Assessment of Terai Aquifers* (Unpublished master's thesis). Faculty of Science and Technology, Central Campus, Far Western University, Mahendranagar, Kanchanpur, Nepal.

Citation in the text: (Joshi, 2023) or Joshi (2023) stated that ...

viii) Internet article with DOI assigned:

Surname, A. A. (Year). Title of article. *Title of Journal*, Volume(Issue), page range. DOI
Example: Pandey, V. P. (2019). "Water Security Challenges in Nepal," *Journal of Water Policy*, 21(3), 123–135. <https://doi.org/10.2166/wp.2019.123>

Citation in the text: (Pandey, 2019) or Pandey (2019) found ...

In case of more than seven authors:

When a source has many authors (e.g., more than 7), list the first six author names followed by *et al.* in the **reference list** and in in-text citations, e.g., VanDecar, J. C., Russo, R. M., James, D. E.,



et al. (2003). *Title of article. Journal of Geophysical Research*, 70(3), 212–219.
doi.org/10.1029/2001JB000884

Citation in the text: (Van Decar et al., 2003) or Van Decar et al. (2003) ...

ix) Internet article without DOI assigned:

Surname, A. A., & Surname, B. B. (Year). Title of article. *E-Journal Name*, Volume(Issue), pages. Retrieved from URL (Accessed on dd/mm/yy).

Example: Sillick, T. J., & Schutte, N. S. (2006). Emotional intelligence and self-esteem mediate between perceived early parental love and adult happiness. *E-Journal of Applied Psychology*, 2(2), 38–48. Retrieved from <http://ojs.lib.swin.edu.au/index.php/ejap/article/view/71/100> (Accessed on dd/mm/yy).

Citation in the text: (Sillick& Schutte, 2006) or Sillick and Schutte (2006) observed ...

Note:

APA 7th edition is the preferred citation and referencing style for theses, dissertations, and journal submissions at FWU and many Nepal universities.

- In-text citations should follow **author–date format** such as (Surname, Year) with page numbers for direct quotes.
- For works by the same author in the same year, differentiate with letters (e.g., 2024a, 2024b).



2. Case Study

This course aims to strengthen students' analytical skills through in-depth study of environmental issues, components/ case studies in 7th Semester. Each student is required to complete one case study, preferably using primary data, though secondary data may be used when necessary. Students are encouraged to collect quantitative evidence to examine a specific environmental problem. They will identify the issue, develop a research proposal with clear rationale, objectives, methodology, and techniques in consultation with their supervisor. Students are expected to independently conduct observations, gather and analyze data, and prepare a well-structured report presenting their findings.

Order of the case study report contents

1. Cover page/Title page (No photographs)
2. Letter of recommendation
3. Acknowledgements
4. Abstract
5. Table of contents
6. List of Tables
7. List of Figures
8. Abbreviation and Acronyms
9. Chapter I: Introduction (Background, Statement of Problems,
10. Chapter II: Methodology (Study Area, Data collection and analysis methods)
11. Chapter III: Results and Discussion
12. Chapter IV: Conclusions
13. References
14. Appendices (Supportive documents, Photographs and others)



3. Field visit

This course is designed to provide students with a practical understanding of key issues and components in environmental science. It aims to strengthen field-based knowledge and broaden students' exposure to real-world environmental conditions. Upon completion of the fieldwork, each student is required to submit a report for evaluation. Fieldwork is mandatory for all students and is a required component for the completion of the Bachelor's degree in Environmental Science.

Order of the field visit report contents

1. Cover page/Title page (With photograph)
2. Letter of Recommendation
3. Letter of Approval
4. Acknowledgements
5. Summary
6. Table of Contents
7. List of Tables
8. List of Figures
9. Abbreviation and Acronyms
10. Chapter I: Introduction (Background, Objectives)
11. Chapter II: Methodology (Visiting Area, Work visit schedule)
12. Chapter III: Results and Discussion
13. Chapter IV: Conclusions
14. References
15. Appendices (Questionnaire, Photographs)



4. Internship

As an alternative to community service, students may opt for a two-week internship in an organization related to environmental science. The internship is designed to develop professional skills by engaging students in real-world work situations. During the internship, students gain exposure to organizational activities, actively participate, and provide assistance where required. They are expected to identify local environmental issues, discuss solutions with organizational staff, and contribute to planning for a healthy and sustainable environment. Internships completed before the official notice from the department will not be recognized. Upon completion, students must prepare a detailed report on the organization and present their findings and experiences.

Order of the community service/internship report contents

1. Cover page/Title page (No photographs)
2. Letter of Recommendation
3. Letter of Approval
4. Acknowledgements
5. Abstract
6. Table of Contents
7. List of Tables
8. List of Figures
9. Abbreviation and Acronyms
10. Chapter I: Introduction (Background, Statement of Problems,
11. Objectives, Limitations)
12. Chapter II: Methodology (Working Area, Work Schedule)
13. Chapter III: Findings and Discussions (Challenges and Opportunities)
14. Chapter IV: Conclusions and Lessen Learnt
15. References
16. Appendices (Attendance sheet, Letter from organization and others)



5. Term paper

This course is designed to enhance students' knowledge in research-based academic activities and to develop academic writing skills. Each student is required to complete one term paper in the seventh semester, after reviewing at least ten relevant scientific journal articles. Upon completion, students must present their findings in a seminar and are encouraged to actively participate in the formal presentation of their research. Through this process, students will acquire essential skills in research presentation and communication, preparing them to effectively share their research findings.

Order of the term paper report contents

1. Cover page/Title page (No photographs)
2. Letter of Recommendation
3. Letter of Approval
4. Acknowledgements
5. Abstract
6. Table of contents
7. List of Tables
8. List of Figures
9. Abbreviation and Acronyms
10. Chapter I: Introduction (Background, Statement of Problems, Objectives)
11. Chapter II: Methodology
12. Chapter III: Results and Discussion
13. Chapter IV: Conclusions
14. References
15. Appendices (Photographs and others)



अनुसूची ५

Central Department/Campus
Faculty of Science and Technology, Far Western University

Project Work Evaluation Form

Name of Student
Title of Project Work
Course code PRW-481
Evaluation Scheme

Symbol No

Date

10	Extraordinary	9	Excellent	8	Very Good
7	Good	6	Average	5	Poor

Evaluation Criteria	Evaluation (Circle One)						Total Evaluated Number
	10	9	8	7	6	5	
Literature review	10	9	8	7	6	5	
Problem of Identification	10	9	8	7	6	5	
Objectives of the Study	10	9	8	7	6	5	
Project/ Research Design	10	9	8	7	6	5	
Methodology (Data collection and analysis)	10	9	8	7	6	5	
Results, Discussion, Conclusion and future work	10	9	8	7	6	5	
Novelty	10	9	8	7	6	5	
Social/ Academic Impact	10	9	8	7	6	5	
Writing Format	10	9	8	7	6	5	
Presentation and Viva-voce performance	10	9	8	7	6	5	

Additional Comments (if any)

Marks obtained = $\frac{\text{Total Evaluated Number}}{100} \times \text{Full Marks of the Examiner} =$

[F.M. for out of 100: External Examiner (50)/ RMC Chairperson or Internal Examiner (25)/ Head of the Department (25)]

Name

Signature

Date

External Examiner/ RMC Chairperson or Internal Examiner/ Head of the Department



अनुसूची ६

Mark Ledger of the Project Work Student

Date :

To,
The office of the controller of Examination
Far Western University
Mahendranagar, Kanchanpur, Nepal

Subject : Marks of B.Sc. Project work (PRW-481)

Sir,

Marks obtained by Mr./Ms..... (Batch) for the evaluation of Project Work conducted at the Central Department/Campus of..... for the partial fulfillment of B.Sc. in has been forwarded. The details are as follows:

Year/Semester : Forth/Eighth Subject : Course Code: PRW-481

Full Marks : 100 Pass Marks : 40

Title of Project work :

Date of submission(B.S.)/ (AD)

Date of Viva-voce(B.S.)/ (AD)

S.N.	Symbol No.	Registration No.	Name of Student	Marks obtained (in figure and words)
1.				

Name and Signature of the members of Project work Evaluation committee/board.

	Name	Signature
Head of Department		
External Examiner		
RMC Chair Person / Internal Examiner		

.....
Name
Head of the Central Department / Campus



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