## **Tejasvi Astitva Research journal**

## General Guidelines & Important Instructions: (Please read carefully before submitting your paper for publication)

- 1. Article(s) / Research Paper(s) must be written in either of the five language(s) only i.e.
  - (a) Hindi (b) English (c) Sanskrit (d) Punjabi (e) Telugu only.
- 2. Ensure to Type your Research Paper(s) / Article(s) in MS WORD only
- 3. For HINDI & Sanskrit Paper(s) Use Kruti Dev 021 strictly with Font size -14
- 4. For English Paper(s) Use Times New Roman strictly with Font size -14
- 5. For Telugu Paper(s) Use Anu strictly with Font Size -14
- 6. For Punjabi Paper(s) Use Satluj.ttf with Font Size 14
- 7. Acceptance Letter for Publication shall be issued by the Editor, Tejasvi Astitva Research Journal, strictly after receipt of the concurrence from our Editorial Board on recommendation of the Peer Review Board.
- 8. Approval to the said Research Paper(s) / Article(s) shall be communicated to the Writer / Author, Co-Author, as the case may be, on their email within 10 days from the date of receipt of the article(s) / Research Paper(s) duly completed with all requisite formality(ies).
- The Research Paper(s) / Article(s) submitted shall be strictly published upon receiving due approval from our Editorial
  Board duly forwarded through the Peer Review Board.
- 10. Writer / Author must ensure that the article(s) / Research Paper(s) being forwarded and submitted for printing & publishing in Tejasvi Astitva Research Journal is originally the author's / Writer's own creation / production / research work and has neither been copied not taken from the Internet and or is not a repeat article or and has not been published or printed in any other Research Journal / Magazine or any other print media registered under the Press Registration of Book Act (The PRB ACT) / Registrar of Newspapers of India (The RNI) / International Standardization Serial Number (The ISSN) or any other Body of the Govt. of India, which makes the registration of Research Journal(s) mandatory under the Rules / law of the Land (India) in any manner whatsoever. The Editor, Publisher and Management shall not be, in any manner, responsible for a Research Paper(s) / Article(s) being Rejected or Approved, if any, by our Editorial Board and or for any legal consequences arising out of concealing / hiding the facts / truth by the Author / writer, which were or are relevant for disclosure while submitting the article(s) / Research Paper(s) with the Editor Tejasvi Astitva Research Journal, irrespective of the same Paper(s) / Article(s) already Rejected or Approved, if any, for Publication by National/International university/College/ Institution / other Publisher(s), if any, in the past. Hence, it is specifically clarified that Research Paper(s) / Article(s) shall be accorded Approval by our Peer Review Board and finally by our Editorial Board at its' Sole discretion in consultation with the Advisory Board and the management of Tejasvi Astitva Research Journal. The final decision shall be of the Editor-in-Chief and the Publisher of Tejasvi Astitva and the Editor shall accord approval to the submitted article / research paper only after the final decision and approval accorded by the Editorin-Chief & Publisher, Tejasvi Astitva.
- 11. The responsibility of contents w.r.t Thoughts, Language, Vision and Example presented in Article(s) / Research Paper(s) to be published is entirely of Author/Co-Author/ Writer of Research Paper(s) / Article(s) and the Editor & the Editorial Board and the Peer Review Board has nothing to do w.r.t. correction(s)/ modification(s)/ amendment(s)/ alteration(s) in the said Article(s) / Research Paper(s) except for according Acceptance / Approval or Rejection for publishing of said Article(s) / Research Paper(s) in Tejasvi Astitva after formal completion of due process of verification, wetting, quality control check measures and approval process.
- 12. Use of a already published Research Paper(s) / Article(s) in **TEJASVI ASTITVA** for the purpose of **Republication** of the same, in any manner, in other publication(s) the author is required to produce a certificate that there is no violation of Copyright Rules and shall have to prove the purpose for which the article needs republication in other Journal(s) / magazine(s). It is mandatory & compulsory

for the Author to obtain a written acceptance and approval from Editor, **Tejasvi Astitva** unless, until, otherwise it shall be violation and disobedience of Copyright Rules & Act.

- 13. To seek Acceptance a written application with ID Proof, Address Proof and Aadhaar Card must be submitted before the Editor Tejasvi Astitva along with above documents, copy of article published and a No Objection Certificate from the publisher where the Article(s)/ Research Paper(s) is intended to be published a second or more times.
- 14. All disputes subject to Delhi Jurisdiction only.

## 15. Special Guidelines to Author(s) / Writer(s):

- i. Article(s) / Research Paper(s) must be accompanied with Copyright Certificate issued by the Writer(s) / Author(s) in respect of the article(s) / Research Paper(s) submitted by them in the attached format on their Letter Head.
- ii. In case of Research papers the author / writer is required to submit a consent, approval and concurrence from the Guide or the person under whose guidance the research paper has been created / written and the Head of the Department / Institution, or otherwise must be referred from any two Subject Experts of higher statute, in order to avoid conflict, if any.
- iii. Article(s) / Research Paper(s) must be accompanied with Membership form duly completed in all manner (for new members only) and for existing members only membership number may kindly be intimated in the Copyright form
- iv. Article(s) / Research Paper(s) must be accompanied complete with details of Author(s) / Co-Author(s) / Writer(s) containing full name, Parentage, Complete Permanent and Correspondence address, designation, Land Line & Mobile Cell no(s) and email ID.
- v. A self-attested Photocopy(ies) of ID Proof, Address Proof & Aadhaar Card must be uploaded and thereafter attached in hard copy with the article(s) / Research Paper(s).
- vi. An Undertaking / Self Declaration stating that said Article(s) / Research Paper(s) has / have not been published in any other publication / Print Media / Website(s)/ Blog(s)/ News Channel(s) in the form and shape of complete Article(s) / Research Paper(s) in India or abroad. News item(s) excluded.
- vii. Article(s) / Research Paper(s) must be sent both in **hard copy** print ready printout along with Soft copy on e-mail/pen-drive both in PDF & open file(s) for reference & correction prior to final publishing and printing to avoid any mistake(s)/omission(s)/ deletion(s), that sometime(s) occur digitally unavoidable at times.
- viii. The Printed hard copy may kindly be sent to the Editor, Tejasvi Astitva, at 744 BHAGWAN GALI, KOTLA MUBARAKPUR, NEW DELHI 110 003 INDIA besides sending the same at <a href="mailto:editor.tejasviastitva.com">editor.dejasviastitva.com</a> with a copy marked at <a href="mailto:editor.tejasviastitva@gmail.com">editor.tejasviastitva@gmail.com</a>
- ix. **Word Limit:** The word Limit of each Article(s) / Research Paper(s) has been restricted to 1,500 words (2 full sheets A4 size one side only) till further changes in the guidelines.

l,	have carefully read all paras of the guidelines given here above
for the article entitled "	
understood every point mentioned	therein.
	[Name of Applicant in Block letters]
	(Signature & Seal of Institution attached with)

[Kindly sign all pages of Guidelines in acceptance that you have carefully read and understood the same.]