

Format for Ph.D. File Submission (Annexure XIV)
(For Evaluation of Thesis)
[AS PER NEW SOP Clause 40, DATED 29TH JULY 2020]
PART-A – ALL DOCUMENTS WITH THE COLLEGE CONCERNED

Sl. No.	Particulars	Status (Yes/No.)	Page No.
1	a) Application form		
	b) High School Marksheet (Self attested)		
	c) High School Certificate (Self attested)		
	d) Intermediate Marksheet (Self attested)		
	e) Intermediate Marksheet (Self attested)		
	f) UG Marksheet (All) (Self attested)		
	g) UG Degree (Self attested)		
	h) PG Marksheet(All) (Self attested)		
	i) PG Degree (Self attested)		
	j) Other Degree/ Certificate* (If Applicable) (Self attested)		
	k) Allotment of supervisor by BOS – Dated		
	l)In case of external Co Supervisor		
	i) consentco-supervisor in format		
	ii) Co-Supervisor’s Ph.D. Degree (Self attested)		
	iii) CV of Supervisor(Self attested)		
	m) Copy of TRAT Result		
	n) No Objection Certificate from Employer (if applicable)		
2	Synopsis (Signed with date)		
3	a) Before Registration CRC meeting: date.....		
	b) Before Registration BOS meeting: date.....		
4	Registration Letter: date.....		
5	RM Results Copy (Course Work Examination)		
	a) RM-I		
	b) RM-II		
	c) Interdisciplinary(If applicable)		
6	a) Copy of Review of Literature		
	b) Review of Literature evaluation report		
	c) CRC minutes for assigning for 4 credits		
	d) CRC minutes for assigning credit for interdisciplinary paper (if applicable)		
7	Annual / Semester Progress Report (All APR/ SPR Approved by CRC)		
	i) Report CRC meeting: date		
	ii)Report CRC meeting: date		
	iii) Report CRC meeting: date		
	iv) Report CRC meeting: date		
	v) Report CRC meeting: date		
	vi) Report CRC meeting: date		
	vii) Report CRC meeting: date		
	viii) Report CRC meeting: date		
	ix) Report CRC meeting: date		
	x) Report CRC meeting: date		
	xi) Report CRC meeting: date		
	xii) Report CRC meeting: date		
	xiii) Other Report (If Applicable) CRC meeting: date		

Candidate Name:

Enrollment No:

8	Research paper published (Approved by CRC): date		
	i) Title..... Journal..... Year, Volume & Issue		
	ii) Title..... Journal..... Year, Volume & Issue		
9	Plagiarism check report by college dated..... (.....%)		
10	Application Form for pre thesis submission presentation dated.....		
11	Report of CRC on the request for pre thesis submission presentation form dated.....		
12	Approval of CRC Chairperson for the application for pre thesis submission presentation form dated.....		
13	Pre thesis submission notice: dated		
14	Report of CRC on pre thesis submission presentation form dated...		
15	Minutes of CRC (For pre thesis presentation): date.....		
16	Thesis Submission form: date.....		
17	No Dues Certificate: date.....		
18	Time Extension approval(s) by Hon'ble Vice Chancellor (if applicable)		
19	Change of Supervisor approval by Hon'ble Vice Chancellor (If applicable)		

This is to certify that all above documents have been checked and are in order as per the prevailing PhD Ordinance of the University including the verification of signature on all documents and forwarded to Controller of Examinations for further action.

CRC- Coordinator
College of
Date.....

This is to certify that all above documents have been checked by me including the verification of signatures of the candidate, supervisor(s), CRC members on all documents including recommendation for evaluation for examination of the Ph.D thesis of the research scholar. The submission form and thesis (hard and soft copy) is sent to Controller of Examinations for further action. Complete file in original is maintained in this office for records at any given time in future having a total of pages.

CRC- Chairperson
Date.....

Candidate Name:

Enrollment No:

PART-B – DOCUMENTS IN ORIGINAL TO BE MAINTAINED IN THE OFFICE OF THE CONTROLLER OF EXAMINATION

Sl. No.	Particulars	Status (Yes/No.)	Page No.
1	Summary of thesis (07 Copies): date.....		
2	Thesis (04 Copies)		
3	Soft Copy of Thesis & Summary (Combined Single File-PDF & Word)		
4	Panel of Examiners (Signed by Supervisor(s) & CRC head)		
5	Cross check of plagiarism report by Examination Division Check ID..... dated..... Similarity %.... (except Jainology thesis in Hindi)		
6	Approval of external examiners for thesis evaluation		
7	Thesis sent to examiners for evaluation: date.....		
8 a	Thesis evaluation report 1 received: date.....		
8 b	Thesis evaluation report 2 received: date.....		
8 c	Thesis evaluation report 3 if applicable; received: date.....		
9	RDC meeting for discussion of thesis evaluation reports: date.....		
10	Approval of external examiners for conduct of ODC: date.....		
11 a	Letter from COE for conducting ODC:		
11 b	ODC Notice date.....		
12	Report of ODC in Prescribed Performa: date.....		
13	Final Thesis Submission form: date.....		
13 a	Hard Copy of Thesis (2 copies) receipt date		
13 b	Soft copy of Thesis for Shodhganga receipt dated		
14	RDC meeting for ODC report: date.....		
15	Letter of Award Ph.D. Degree issued by COE: date.....		

This is to certify that all the above documents 1 to 15 are maintained in the Examination Division

(Examination Division)
Date.....

This is to certify that all the above documents have been verified at my end before issue of the Letter of Award of Ph. D.

Controller of Examinations
Date.....

Note:

1. In case of shortcomings in Sl. No 1,2,3,4, 12 and 13 the same will be returned to the concerned College with reasons within 2 working days of receipt and resolved by the concerned college within 2 working days.
2. In case of difference in plagiarism report of the College and the Examination division the same shall be put up to the Vice Chancellor for a decision on the same.