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Indira Gandhi Delhi Technical University For Women

Established by Govt. of Delhi ACT 9 of 2012

Kashmere Gate, Delhi-110006

GUIDELINES FOR PRE-PH.D SEMINAR/SYNOPSIS
And
PH. D THESIS SUBMISSION

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INTRODUCTION

This document, herein after referred to as the “**Guidelines for Pre-Ph.D Seminar/Synopsis and Ph. D Thesis Submission**” lists the general and specific requirements governing the Pre-PhD Synopsis and Ph.D thesis preparation including guidelines for structuring the contents.

The students and their thesis supervisors should ensure that the “**Guidelines for Pre-Ph.D Seminar/Synopsis and Ph.D Thesis Submission**” have been adhered to.

PART- A

PRE-PH.D SEMINAR/SYNOPSIS SUBMISSION FRAMEWORK

On completion of research work, presenting a Pre-Ph.D. seminar/synopsis before the DRC and recommendation of the DRC is an essential requirement for consideration of the title of the thesis and submission of the thesis by the candidate.

Prior approval of Hon’ble VC for consideration of cases for the Pre-Ph.D seminar/synopsis submission is required.

A.1 REGISTRATION REQUIREMENTS FOR PRE-PH.D SEMINAR/ SYNOPSIS SUBMISSION

1.1 Minimum Requirements for Pre-PhD Seminar/Synopsis Submission

The candidate shall fulfill certain minimum requirements for submission of Pre-Ph.D Seminar/Synopsis:

➤ **For Ph.D Students Admitted From 2014 to 2018.**

- (i) **Minimum Registration Period:** Two years, with effect from the date of Final Registration for both Full Time to Part time candidates.
- (ii) **Maximum Registration Period:** Four years for Full time research scholars and five years for Part time research scholars, with effect from the date of Final Registration.
- (iii) **Minimum Publications Requirements :** Published at least one first author research paper from the work carried out in her thesis in a refereed, indexed journal.(As per R.14.3in IGDTUW Ph.D Regulations 2017)

➤ **For Ph.D Students Admitted 2019 Onwards.**

- (i) **Minimum Registration Period:** Two years for a Full-Time research scholar and three years for a Part-Time research Scholar with effect from the date of Final Registration.
- (ii) **Maximum Registration Period:** Five years for both Full-time and Part-time research scholars with effect from the date of Final Registration.
- (iii) **Minimum Publications Requirements:** Published at least two first author research papers from the work carried out in her thesis in a refereed, indexed journal. (As per R.14.3 in IGDTUW Ph.D Regulations 2019)

A.2 PRE-PH.D SEMINAR/SYNOPSIS FORMAT

2.1 The Contents of the synopsis shall be as follows:-

- i. Cover Page Format at Annexure- A.IV
- ii. Student Undertaking at Annexure-A.V
- iii. Publication Details Summary at Annexure-A.VI
- iv. Synopsis of Research Work (Details at A.2.2)

2.2 The synopsis should be around 8-10 pages presenting a concise summary of the research work, under following sub-heads:-

- i. Introduction (Including Chapter wise demarcation of thesis)
- ii. Research Objectives
- iii. Details of Research work and methodology
- iv. Conclusion
- v. References

2.3 The Pre-Ph.D seminar/synopsis should be typed in Time New Roman, Font Size 12, Double line spacing, and should be spiral bound.

2.4 The top, bottom and right side margins should be 20 mm, whereas the left side margin should be 25 mm for both textual and non-textual (e.g., figures, tables) pages.

A.3 GUIDELINES FOR PRE-PH.D SUBMISSION

3.1 The candidate shall submit request through “Proforma for Pre-Ph.D Seminar/Synopsis submission” (Annexure A.I) to the DRC Coordinator for consideration of Pre-Ph.D Seminar/Synopsis submission in the forthcoming DRC.

3.2 After recommendation of DRC the candidate shall prepare eight copies of the Synopsis of the PhD work prepared as per the approved format for Pre-PhD Seminar/Synopsis including the title of the thesis and reprints of all published research work.

The candidate should submit the following:-

- i. Checklist at Annexure A-II
 - ii. Proforma for Committee Recommendation on Pre-Ph.D Seminar/Synopsis at Annexure A-III
 - iii. 08 Copies of Synopsis
- 3.4 The DRC Coordinator shall seek approval (Through Dean RC) from of Vice Chancellor for consideration of the case for the conduct of Special DRC for the Pre-Ph.D Seminar submitting duly filled “Proforma for Research Progress Evaluation” Annexure A-VII and 08 copies of synopsis subsequent to which the DRC Coordinator shall conduct a special DRC for the seminar of the case.
- 3.5 A Special DRC shall be conducted for the evaluation of Pre-PhD Seminar of the PhD candidate.
- Two external subject experts in the domain of research work of the thesis shall be invited in addition to the DRC members for Pre-Ph.D Synopsis evaluation.
- 3.6 The DRC Coordinator shall submit the Minutes of the Meeting of Special DRC along with 08 copies of synopsis including “Committee Recommendation Form- Annexure A-III” duly signed by all member of Special DRC to Dean (RC) to be forwarded to Dean (Examination)
- 3.7 Student shall submit to the 03 copies of Thesis to Dean (RC) through DRC Coordinator within 03 months from date of Pre-Ph.D Seminar along with a copy of approval of Pre-Ph.D Seminar and letter of extension (if applicable)
- 3.8 Dean (RC) shall forward the three copies of thesis with supporting documents to Dean (Examination) for evaluation.

PROFORMA FOR PRE-Ph.D SYNOPSIS SUBMISSION

1. Details of the Research Scholar

- (a) Name of Research Scholar :
- (b) Enrollment No. :
- (c) Full Time/ Part Time :
- (d) E-mail ID :
- (e) Contact Number :
- (f) Department :

2. **Thesis Title:**

3. Annual Fee Payment Details (Enclosed Copies Fee Receipts):

Month and Year						
Amount Paid						
Receipt No.						

4. Course Work Details:

Course Code	Course Title	Credits	Core Course/ Elective/ Special Elective	Marks
Research Plan Evaluation				Approved/ Not Approved

5. Research Publications (Please attach Photo copy of the papers and proof for impact factor):

(a) Number of Papers published in Journals :

Paper Published in	Number of Paper Published
i) Journal	
National	
International	
ii) Conference	
National	
International	

(b) Publication Details:

i) Journals (Please add as many rows as required)				
Sr. No	Details of Publications in IEEE Format	SCI/ESCI/SCOPUS/ Web of Science/ others	Impact factor (if any)	Date of publication/ acceptance

ii) Conference (Please add as many rows as required)				
Sr. No	Details of Publications in IEEE Format	SCI/ESCI/SCOPUS/ Web of Science/ others	Impact factor (if any)	Date of publication /presentation

6. Date of Confirmation

Particulars	Dates/Period	Remarks
Date of Provisional Registration		
Date of Final Registration (Letter of Final Registration Enclosed)		
Duration of Registration Period including any extension		Extension from to Vide letter no.
Course work (copy of certificate enclosed)		
Pre-Ph.D Seminar/Synopsis	 Yrs..... Months after date of Final Registration
Synopsis Submission	 Months days after the submission of synopsis

Certify that the information furnished above are true and correct to the best of my knowledge.

Signature of Student

Signature of Joint Supervisor

Name:

Date:

Signature of Supervisor

Name:

Date:

Note: (Font Times New Roman, Font Size 12)

(For Office use only)

Date of the Receipt in the DRC office:

Signature of the DRC with Date

CHECKLIST FOR PRE Ph.D SYNOPSIS SUBMISSION

- | | |
|--|--------|
| 1. Proforma for submission of Synopsis | YES/NO |
| 2. Eight (08) copies of the Synopsis along with Soft copy as per the norms of the IGDTUW Regulations. | YES/NO |
| 3. Panel of Examiners (both Indian & Foreign) with complete and correct postal address including Phone No, Mobile No, Fax No (if available) and correct E-mail ID (typed only) in a closed cover | YES/NO |
| 4. Copy of the Final Registration order | YES/NO |
| 5. Xerox copy of the journal/conference/approved patent of the Scholar | YES/NO |
| 6. Copy of the Fee Receipt | YES/NO |
| 7. Whether Synopsis submitted within the time duration | YES/NO |
| a) If No, Extension of time obtained | YES/NO |
| b) Copy of the Extension order enclosed, if applicable | YES/NO |
| 8. Contact Phone No, Mobile No, and E-mail ID of the Supervisor | YES/NO |
| 9. Covering letter duly signed by the supervisor and forwarded through the HOD | YES/NO |

Signature of Student

Checked and found correct

Signature of the DRC Coordinator

Signature of the Supervisor

For official use

Proforma for Committee Recommendation on Pre-Ph.D Seminar/Synopsis

Name:

Enrolment Number:

Department:

Category of Ph.D Registration (FT/PT/JRF/SRF):

Title of PhD:

- ☐ Pre-Ph.D Seminar/Synopsis is approved for thesis submission
- ☐ Pre-Ph.D Seminar/Synopsis is approved with minor changes for thesis submission
- ☐ Pre-Ph.D Seminar/Synopsis rejected. Suggested major revisions and resubmission.

Signatures of the External Experts and DRC Members

1. _____	2. _____	3. _____
4. _____	5. _____	6. _____
7. _____	8. _____	9. _____

Date:

Note: (*Font Times New Roman, Font Size 12*)

TITLE OF THE PRE-Ph.D SYNOPSIS

(Times New Roman, Font Size 18, Bold)

Pre-Ph.D Synopsis Submitted in
Partial Fulfillment of the Requirements for the Degree of

(Times New Roman, Font Size 14)

DOCTOR OF PHILOSOPHY

(Times New Roman, Font Size 16, Bold)



By

NAME OF STUDENT *(Times New Roman, Font Size 16, Bold)*

Under the supervision of *(Times New Roman, Font Size 14)*
(Name of Supervisor/s)

DEPARTMENT OF.....
(Times New Roman, Font Size 14)

INDIRA GANDHI DELHI TECHNICAL UNIVERSITY FOR WOMEN Kashmere
Gate, Delhi-110006 *(Times New Roman, Font Size 14)*

Month, Year (First Submission date)
(Times New Roman, Font Size 14)

STUDENT UNDERTAKING

(Times New Roman, Font Size 16 pts, Bold)

I,, Enrolment No.Department of
.....certify that:

- i. I have completed the minimum period of Registration for thesis submission as per the IGDTUW Ph.D Regulations for the degree of Doctor of Philosophy Ph.D.
- ii. I have published/presented the following papers:
 - a)
 - b)
 - c)
 - d)
 - e)
- iii. I fulfill the eligibility for Pre-Ph.D Seminar/Synopsis submission as per the IGDTUW Ph.D Regulations for the degree of Doctor of Philosophy Ph.D.

Date:

**Name and signature of Student
Department**

Signature of Joint Supervisor

Name:

Date:

Signature of Supervisor

Name:

Date:

Note: *(Font Times New Roman, Font Size 12)*

PUBLICATION DETAILS SUMMARY

1. Details of the Research Scholar

- (a) Name of Research Scholar :
- (b) Enrollment No. :
- (c) Full Time/ Part Time :
- (d) E-mail ID :
- (e) Contact Number :
- (f) Department :

2. Thesis Title:

.....

3. Research Publications (Please attach Photo copy of the papers and proof for impact factor):

(a) Number of Papers published in Journals:

Paper Published in	Number of Paper Published
i) Journal	
National	
International	
ii) Conference	
National	
International	

(b) Publication Details:

i) Journals (Please add as many rows as required)				
Sr. No	Details of Publications in IEEE Format	SCI/ESCI/SCOPUS/ Web of Science/ others	Impact factor (if any)	Date of publication/ acceptance
ii) Conference (Please add as many rows as required)				
Sr. No	Details of Publications in IEEE Format	SCI/ESCI/SCOPUS/ Web of Science/ others	Impact factor (if any)	Date of publication /presentation

Signature of Student

Signature of Joint Supervisor
Name:
Date:

Signature of Supervisor
Name:
Date:

Note: (Font Times New Roman, Font Size 12)

PROFORMA FOR RESEARCH PROGRESS EVALUATION

(To be filled by DRC Coordinator)

1. Details of the Research Scholar

- (a) Name of Research Scholar :
- (b) Enrollment No. :
- (c) Full Time/ Part Time :
- (d) Department :

2. **Thesis Title:**

3. Date of Confirmation

Particulars	Dates/Period	Remarks
Date of Provisional Registration		
Date of Final Registration		
Duration of Registration Period including any extension		Extension from to Vide letter no.

4. Course Work Details:

Course Code	Course Title	Credits
Total Credit		

5. Date of Approval of Research Plan:

6. Progress Report Details

Period	Jan-Jun/Yr	Jul-Dec/Yr	Jan-Jun/Yr	Jul-Dec/Yr	Jan-Jun/Yr	Jul-Dec/Yr	Jan-Jun/Yr	Jul-Dec/Yr
Date of Submission								
Comments of DRC (Satisfactory / Not Satisfactory)								

Signature of DRC Coordinator

Name:

Date:

PART-B

Ph.D THESIS SUBMISSION FRAMEWORK

B.1 GUIDELINES FOR Ph.D THESIS SUBMISSION

1.1 After presentation of Pre-Ph.D Seminar and due recommendation of special DRC, the candidate shall fill in the “Proforma for Thesis Submission” at Annexure B-I and submit three copies of thesis prepared strictly as per the Guidelines for Thesis Preparation along with three copies of synopsis within stipulated time frame as mentioned in the IGDTUW Ph.D Regulations to the Dean (Research & Consultancy) that shall be further forwarded to Dean (Examinations) for thesis evaluation.

1.2 Plagiarism Check

The Ph.D thesis must undergo a Plagiarism check and the similarity index should be less than 10%. The similarity checks for plagiarism should exclude the following:-

- i. All quoted work reproduced with all necessary permission and/or attribution.
- ii. All references, bibliography, table of content, preface and acknowledgements.
- iii. All generic terms, laws, standard symbols and standards equations.
- iv. A common knowledge or coincidental terms, up to fourteen (14) consecutive words.
- v. Small similarity matches less than 1%.

1.3 While submitting the thesis, every student is required to provide the Dean (Research & Consultancy) a signed checklist as per the format in Annexure B-II.

1.4 The Dean (Examinations) shall conduct the Final Viva –Voce of the candidate before the Oral Defence Committee (ODC) after which the candidate is required to incorporate all revisions as suggested by the Thesis Examiners in the Final Thesis and submit three copies of hard bound Final thesis to the Dean (Examination): one for the Research Wing, one for the Department and one for the Central Library. A certificate for thesis revision as per Annexure B-XI shall be attached by the candidate along with the Final thesis.

B.2 Ph.D THESIS FORMAT

2.1 Preparation of Thesis Text

- 2.1.1 The format of cover page of thesis to be submitted for evaluation and after Final Viva Voce are placed at Annexure B-III & B-IV respectively.
- 2.1.2 The thesis needs to be prepared using a standard text processing software and must be printed in black text (colour for images, if necessary) using a laser printer or letter quality printer in standard typeface (Times New Roman Font as per Annexure B-V).
- 2.1.3 The thesis must be printed or photocopied on both sides of white paper. All copies of thesis pages must be clear, sharp and even, with uniform size and uniformly spaced characters, lines and margins on every page of good quality white Bond paper of 75 gsm or more.
- 2.1.4 Thesis should be free from typographical errors.

2.2 Size and Margins

- 2.2.1 A4 is the recommended thesis size.
- 2.2.2 The top, bottom and right side margins should be 25 mm, whereas the left side margin should be 35 mm for both textual and non-textual (e.g., figures, tables) pages.
- 2.2.3 Content should not extend beyond the bottom margin except for completing a footnote, last line of chapter/subdivision, or figure/table caption.
- 2.2.4 A sub-head at the bottom of the page should have at least two full lines of content below it. If the sub-head is too short to allow this, it should begin on the next page.
- 2.2.5 All the tables and figures should conform to the same requirements as text. Color may be used for figures. If tables and figures are large, they may be reduced to the standard size (provided the reduced area is not less than 50% of the original) and /or folded just once to flush with the thesis margin.
- 2.2.6 Students shall submit printed thesis copies in the standard size (as in 2.2.1) and also as a soft copy (PDF) for storage and archival.

2.3 Page Numbering

- 2.3.1 Beginning with the first page of the text in the thesis (chapter 1), all pages should be numbered consecutively and consistently in Arabic numerals through the appendices.
- 2.3.2 Page numbers prior to Chapter 1 should be in lower case Roman numerals. The title page is considered to be page (i) but the number is not printed.
- 2.3.3 All page numbers should be placed in the centre at the bottom of the page, 12 mm below the last line in the bottom margin.

2.4 Line Spacing

The general text of the manuscript should be in double spacing (3 lines per inch). Long tables, quotations, footnotes, multi-line captions and bibliographic entries (references) should be in single spacing (6 lines per inch), with text size in 11 points.

2.5 Tables, Figures and Equations

- 2.5.1 All tables (tabulated data) and figures (charts, graphs, maps, images, diagrams, etc.) should be prepared, wherever possible, on the same paper used to type the text and conform to the specifications outlined earlier. They should be inserted as close to the textual reference as possible.
- 2.5.2 Tables, figures and equations should be numbered sequentially chapter-wise using Arabic numerals with first numeral depicting the chapter no. They are referred to in the body of the text capitalizing the first letter of the word and number, as for instance, Table 5.3, Figure 5.11, Equation (4.16), depict Table 3 in Chapter 5, Figure 11 in Chapter 3 and Equation 16 in Chapter 4 respectively
- 2.5.3 If tables and figures are of only half a page or less, they may appear on the same page as text but separated above and below by triple line spacing. Font size for text should be the same as for the general text.
- 2.5.4 Good quality Line Drawings/figures must be drawn using standard software that provides vector rather than bit-map graphics. Figures must be scalable.
- 2.5.5 Images, Photographs, etc. must be scanned in resolution exceeding 200dpi with 256 grayscales for the monochrome images and 24 bit per pixel for the color images.

2.6 Binding

2.6.1 Thesis to be submitted for evaluation

The student should submit **three copies** of the thesis in hard bound form and one soft copy in pdf format for Ph.D thesis evaluation to Dean (RC) through DRC Coordinator within 03 months from date of Pre-Ph.D Seminar along with a copy of approval of Pre-Ph.D Seminar and letter of extension (if applicable)

2.6.2 Thesis to be submitted after conduct of Final Viva-voce Examination.

The front cover should **dark maroon** in colour with **Golden font** for all Ph.D thesis submission. The front cover of the bound copy should be the same as the title page of the thesis (Annexure B.IV). The front cover should have printing on the side to include the author's name, degree, department, and the year.

B.3 GUIDELINES FOR STRUCTURING CONTENTS

3.1 Sequence of Contents

The following sequence for the thesis organization should be followed:

- (i) Preliminaries
 - Cover Page (Format of as per at the time of submission of Thesis Evaluation, Annexure B-III)
 - Cover Page (Format of as per at the time of Final Thesis submission after Viva voce, Annexure B-IV)
 - Candidate Declaration (Format at Annexure B-VI)
 - Certificate of Supervisor (s) (Format at Annexure B-VII)
 - Copyright Transfer (Format at Annexure B-VIII)
 - Supervisor's Certificate for Exclusion of Self-Published work (Format at Annexure B-IX)
 - Plagiarism Verification (Format at Annexure B-X) (Enclosed Plagiarism Report)
 - Certificate For Thesis Revision (To be attached in Final Thesis after Viva voce, Annexure B-XI)
 - Publication Details (Annexure B-XII)
 - Acknowledgement and/ or Dedication (where included)
 - Abstract/Synopsis

Table of Contents

List of Figures, Tables, Illustrations, Symbols, etc (wherever applicable)

- (ii) Text of Thesis Introduction, the body of the thesis, summary and conclusions

(As per Annexure B-V)

- (iii) List of References, Bibliography (where included)

- (iv) Appendices (If any)

- (v) Copy of Publications

All the headings (capitalized) are left aligned (without punctuation) 25mm down the top edge of the page (only for heading, remaining pages should start exactly below the margin). The subsequent type-setting begins two spaces below the heading. Chapter number, chapter name and title heads should have a font size of 17pts, section heading, subsection heading should have 14pts and further subsections should have 12pts and all should be bold.

3.2 Structure of Contents

3.2.1 Abstract

- (ii) A Ph.D. thesis should contain an abstract not exceeding 1000 words (about four pages) in double spacing giving a brief summary of the research work embodied in the thesis.
- (iii) The abstract shall be printed in double space with the heading “**ABSTRACT**” in uppercase.
- (iv) Abstract should be self-complete and contain no citations for which the thesis has to be referred.

3.2.2 Table of contents

- (i) The table of contents lists all material that follows it. No preceding material is listed. Chapter titles, sections, first and second order sub-divisions, etc must be listed in it.
- (ii) Tables, figures, nomenclature, if used in the thesis, are listed under separate headings.

3.2.3 Thesis Content

(i) Introduction

Introduction may be the first chapter of the thesis and should contain a brief statement of the problem investigated. It should outline the scope, aim, general character of the research and the reasons for the student’s interest in the problem.

(ii) The body of Thesis

This is the substance of the research work inclusive of all data, results, tables, figure etc for the dissertation.

(iii) Conclusions

If required, the last chapter gives summary and conclusions of the results and the chapter may be concluded by a final sub-division titled “Scope for Further Work”.

3.2.4 Format of References

The list of references should appear as a consolidated list with references listed sequentially or alphabetically as they appear in the text of the thesis. If pertinent works have been consulted but not specifically cited, they should be listed as Bibliography or General References. Spacing and font size should be consistent inside a single reference, and there should be double spacing between two different references (see Section 2.5).

Reference Format

For referencing an article in a scientific journal the suggested format should contain the following information: authors, title, name of journal, volume number, page numbers and year.

For referencing an article published in a book, the suggested format should contain, authors, the title of the book, editors, publisher, year, page number of the article in the book being referred to.

For referencing a thesis the suggested format should contain, author, the title of thesis, where thesis was submitted or awarded year.

For referencing a thesis in Management / Humanities /Communication, the MLA style or the APA style as a standard may be followed.

A few examples of formats of references are given below and the student should be consistent in following the style.

Journals

Exner H.E., “Physical and Chemical Nature of Cemented Carbides,” *International Metals Review*, v. 24, pp. 149-173, 1979.

Spriggs G.E., “The Importance of Atmosphere Control in Hard Metal Production,” *Powder Metallurgy*, v. 13, n. 26, pp. 369-393, 1970.

Books

German R.M. , Powder Injection Molding, Metal Powder Industries Federation, Princeton, NJ, USA, 1990.

Thesis

Johnson J.L., “Densification, Microstructural Evolution, and Thermal Properties of Liquid Phase Sintered Composites,” Ph.D. Thesis, The Pennsylvania State University, University Park, PA, USA, 1994.

Technical Reports

Zukas E.G., Rogers P.S.Z., and Rogers R.S., “Experimental Evidence for Spheroid Growth Mechanisms in the Liquid Phase Sintered Tungsten Based Composites,” Informal Report: Los Alamos Scientific laboratory, USA, pp. 1-35, 1976.

Patents

Oenning V. and Clark I. S. R., U. S. Patent No. 4988386, 1991.

Journals in Non-English Language

Weihong L. and Xiuren T., “Tungsten Matrix in Cu-W Contact Materials by Impregnation Process,” *Powder Metallurgy Technology*, v. 6, n. 8, pp. 1-4. (in Chinese), 1988

3.2.5 Appendices

- (i) Supplementary illustrative material, original data, and quotations too lengthy for inclusion in the text or which is not immediately essential to an understanding of the subject can be presented in Appendix or Appendices (as Appendix A , Appendix B, etc.)
- (ii) Each appendix with its title should be listed separately in the table of contents. Likewise, tables and figures contained in the Appendices are to be included in the lists of tables and figures, respectively.

PROFORMA FOR THESIS SUBMISSION

1. Details of the Research Scholar

- (a) Name of Research Scholar :
- (b) Enrollment No. :
- (c) Full Time/ Part Time :
- (d) E-mail ID :
- (e) Contact Number :
- (f) Department :

2. Thesis Title:
.....

3. Annual Fee Payment Details(Enclosed Copies Fee Receipts)

Month and Year						
Amount Paid						
Receipt No.						

4. Thesis Evaluation Fee Receipt Details (Enclosed copy): AmountReceipt No.
..... Month..... Year.....

5. No Dues Certificate :Yes/No

6. Research Publications (Please attach Photo copy of the papers and proof for impact factor):

(a) Number of Papers published in Journals :

Paper Published in	Number of Paper Published
i. Journal	
National	
International	
ii. Conference	
National	
International	

(b) Publication Details:

i. Journals (Please add as many rows as required)				
Sr. No	Details of Publications in IEEE Format	SCI/ESCI/SCOPUS/ Web of Science/ others	Impact factor (if any)	Date of publication / acceptance

ii. Conference (Please add as many rows as required)				
Sr. No	Details of Publications in IEEE Format	SCI/ESCI/SCOPUS/ Web of Science/ others	Impact factor (if any)	Date of publication /presentation

7. Date of Confirmation

Particulars	Dates/Period	Remarks
Date of Provisional Registration		
Date of Final Registration (Letter of Final Registration Enclosed)		
Pre-Ph.D Seminar/Synopsis	 Yrs..... Months after date of Final Registration
Thesis Submission	 Months days after the submission of synopsis

Certify that the information furnished above are true and correct to the best of my knowledge.

Signature of Student

Signature of Joint Supervisor

Name:

Date:

Signature of Supervisor

Name:

Date:

Note: (Font Times New Roman, Font Size 12)

(For Office use only)

To be Verified by the DRC Coordinator with Date

Date of the Receipt office of Dean (RC):

Signature of the Dean (RC) with Date

CHECKLIST FOR PHD THESIS SUBMISSION

- | | |
|---|--------|
| 1. Proforma for Thesis submission | YES/NO |
| 2. Three (03) copies of the Thesis along with Soft copy as per the norms of the IGDTUW Regulations. | YES/NO |
| 3. Copy of Similarity Report by Turnitin/ iThenticate Software | YES/NO |
| 4. Whether Thesis submitted within the maximum duration | YES/NO |
| a) If No, Extension of time obtained | YES/NO |
| b) Copy of the Extension order enclosed, if applicable | YES/NO |
| 5. Whether Thesis Submitted within three months of Synopsis submission | YES/NO |
| a) If no, a copy of extension by the HOD/DRC on the recommendation of DRC is enclosed. | YES/NO |
| 6. No Dues Certificate (original) | YES/NO |
| 7. Covering letter duly signed by the supervisor and forwarded through the HOD | YES/NO |
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