



### Ph.D. Synopsis Submission Checklist

1.	Submission Application of Synopsis (download from the website)	YES /NO
2.	3 copies of the Synopsis as per the norms of University Regulations	YES /NO
3.	Soft copy of the Synopsis in Word & PDF ( <i>any mode CD/pendrive</i> )	YES /NO
4.	Original Minutes of the RAC signed by all the members,	YES /NO
5.	Panel of Examiners (both Indian and Foreign) with complete and correct postal address including Phone No, Mobile No, Fax No and correct E-mail ID (typed only) in a closed cover as per the Prescribed proforma.	YES /NO
6.	Copy of the University communication for registration	YES /NO
7.	Copy of the PG / Qualifying Degree Certificate	YES /NO
8.	Pre-Ph.D Examination Marksheet	YES /NO
9.	IEC – requirement (if yes certificate to be enclosed)	YES /NO
10.	Any animal studies involved (if yes CPCSEA certificate to be enclosed)	YES /NO
11.	Proforma for Journal & conference	YES /NO
12.	Photo copy of the journal and Conference Publications/ Certificate of the Scholar	YES /NO
13.	Photo copy of the Attendance Register (Duly attested)	YES /NO
14.	Whether the candidate paid the fee and Progress report for all the years till the submission of Synopsis	YES /NO
15.	Whether Synopsis submitted within the stipulated time	YES /NO
16.	If No, Extension of time obtained.	YES /NO
17.	Copy of the Extension order enclosed, if applicable	YES /NO
18.	Covering letter duly signed by the Supervisor and forwarded Through the HOD	YES /NO

**Signature of the Supervisor**

---- (Office Use Only) ----

Checked by :