



PROFORMA FOR PhD SYNOPSIS MEETING

1) Details of the scholar:

Name of the Scholar & Roll No.	
Department	
Category	(HTRA /NHTRA/ Project/ External/ Fellowship / Visvesvaraya/PEE)
Type of Admission	Direct PhD / Regular / Part-time / M.Tech-PhD/Visves
Date of Admission	

2) The DC Members:

DC Chairman	
Research Guide (s)	
Internal Member	
Internal Member	
Internal Member	
External Member/Special invitee	

3) Proposed Date and time of meeting :

4) Travel arrangement for External Member) : Institute arrangement / Reimbursement

If the Institute arrangement is required, kindly provide the following:

Name of the Member	Time		Address	Mobile No.	Landline No.
	Pickup	Drop			

5) Course work:

1.	Courses Prescribed & Completed:				
	S.No	Course Code	Course Name	Semester and year of completion	Grade obtained
Core	1				
	2				
	3				
	4				

Elective	5				
	6				
	7				
	8				
2.	Comprehensive Viva Voce Exam Completed on			Residence Period Completed	
	Title of Seminar				Date
Seminar 1					
Seminar 2					

Enclosures:

- ✓ Publication Details: Enclose a copy of either published or accepted contributions in refereed journals/conferences.
- ✓ Plagiarism report: Enclose a copy of the plagiarism report from turnitin giving the similarity index.

Certification by Guide(s): The final draft of the thesis has been seen by me/us. The Scholar is likely to submit the thesis within ONE month from the date of the synopsis meeting.

Signature of scholar

Guide(s)

Member

Member

Member

Member

DC Chairman

HoD

(For office use)

Research Section

JR(Acad)

Dean(Acad)

(For office use)

Bank A/c details of External:

Account holder's Name :

Bank A/c No:

Name of the Bank, Branch, IFSC :

Certified that _____ has attended the meeting on _____

JR(Academics)

Forwarded to Accounts for payment of honorarium to external expert

AR(Accounts)

IAO

Registrar