

UNIVERSITY OF KERALA

(Abstract)

Streamlining the procedures of the Ph.D thesis submission and awarding of the Ph.D Degree
– Approved – Orders issued.

Academic E II Section

No. Ac.E II/4/18

Dated, Thiruvananthapuram 01/09/2018

- Read:**
1. Item No. D3 of the Standing Committee of the Syndicate on Academics and Research held on 13/03/2018, approved by the Vice- Chancellor subject to reporting to Syndicate.
 2. Item No. 01 of the Minutes of the Subcommittee of the Standing Committee of the Syndicate on Academics and Research held on 19/03/2018.
 3. Item No. 33.95 of the minutes of the meeting of the Syndicate held on 24/03/2018

ORDER

The Standing Committee of the Syndicate on Academics and Research vide read (1) above considered the proposal to streamline the procedure for Ph.D submission and awarding of Degree and recommended to constitute a subcommittee to submit a detailed report on Academics and Administrative hurdles.

The Subcommittee of the Standing Committee of the Syndicate on Academics and Research read (2) as above considered this proposal and recommended the following.

1. Verification of application based on the guidelines, sending defect memos if needed.
2. Verification of the panel of Examiners as per the University Orders in this regard.
3. Forwarding the file to Hon'ble Vice-Chancellor for approval and fixing the priority of the examiners.
4. Sending first communications to the examiners by offline and online mode.
5. Synopsis is to be forwarded to the next examiner after 15 days of non-receipt of the acceptance.
6. Sending the thesis after getting the consent.
7. Reminder to the external examiners is to be sent after 45 days of non-receipt of the Evaluation Report.
8. If any examiner suggested corrections/modifications in the thesis, forwarding the file to get the orders of the Pro-Vice Chancellor to inform the same to the Guide & Research Scholar.
9. If the examiner suggested revision, forwarding the file to Pro-Vice-Chancellor for the orders to direct the Guide and the candidate to revise and resubmit the new thesis. The revised thesis is to be sent to the concerned examiner.

10. After getting three positive reports, forwarding the file to the Pro Vice Chancellor/ Vice Chancellor to fix the Chairman for conducting the Open Defence.
11. Sending communications to the nominated Chairman, Guide, Head of the Department & Dean regarding the Open Defence.
12. Chairman needs to forward a date of his/her convenience in consultation with the guide and concerned HOD. After getting a written consent (via post or e-mail) from the Guide and HOD concerned regarding the date of conduct of Open Defence, the file is to be forwarded to the Registrar for approval.
13. After getting the approval from the Registrar regarding the confirmed date for Open Defence, the same needs to be informed to the Chairman, the Dean of the concerned Faculty, the HOD of the concerned Department, Guide and the Candidate.
14. The evaluation reports along with the report of Open Defence is to be placed before the Syndicate. (Report prepared by the Board of Examiners of the Open Defence-Viva Voce is to be countersigned by the Chairman, Head of the Department & the Supervising Teacher.

The Syndicate vide item read (3) above has resolved to approve the above recommendations of the Sub Committee of the Standing Committee of the Syndicate on Academics and Research.

The Vice-Chancellor, subject to the reporting to the Academic Council approved the above resolution for being implemented.

Orders are issued accordingly.

Sd/-
SHILA BEEVI N.
Deputy Registrar (Acad. III)
For Registrar

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(to be downloaded from the website www.research.keralauniversity.ac.in)
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