

**OFFICE OF DEAN (Research)**

*(Empowering CRESCENT through Exemplary Research)*

Date:

**CHECK LIST FOR SUBMISSION OF Ph.D. SYNOPSIS**

Name of the Scholar :

RRN. :

Category : Ph.D. Full Time / Part Time

Department :

Name of the Supervisor :

Name of the Joint Supervisor (if applicable) :

Title of the thesis :

Broad area of research / Key words :

(Minimum five key words required)

1. Proforma for submission of Synopsis (to be downloaded from the website) **YES / NO**
2. 6 copies of the Synopsis as per the norms of Institute Ph.D. Regulations **YES / NO**
3. Soft copy of the Synopsis in CD (1 No.) **YES / NO**
4. Original Minutes of the Doctoral Committee signed by all the members including Ex-Officio **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 **YES / NO**

1. Recent Publication list of all Foreign and Indian examiners in the last 5 years in a closed cover **YES / NO**
2. The panel of Foreign Examiners should not be of Indian origin & they should have a minimum of

10 research publications in refereed / indexed journals, out of which 3 shall be in the area of the

research scholar **YES / NO**

1. Photo copies of UG and PG Degree Certificates **YES / NO**
2. Original Challan / proof for Synopsis fee of Rs.10000/- paid. **YES / NO**
3. Photo copy of the journal publication / patent filed details of the scholar **YES / NO**
4. Whether Synopsis submitted within the maximum duration **YES / NO**
5. If No, Extension of time (duration) obtained. **YES / NO**
6. Copy of the Extension order enclosed, if applicable **YES / NO**
7. Copy of the Minutes of the Meeting of “Pre Synopsis Review Committee” **YES / NO**
8. Covering letter duly signed by the Supervisor and forwarded through the   
   Head of the Department **YES / NO**

**Signature of the Supervisor Signature of the Joint Supervisor Head of Department / School**

(if applicable)

**Checked and found correct**

**OA Dy.Dean (Research)**