



## UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India – 695034

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)

( Re-accredited by NAAC with 'A' Grade)

No.Ac.EVI/Ph.D Regn/4/2018

Dated:24/12/2018

### **CIRCULAR**

#### **Sub: Conduct of Doctoral Committee meetings for Ph.D candidates-reg:-**

Notification inviting online applications for Ph.D registration for the January 2019 session has already been issued and the applicants are to register online till 15.01.2019. All University Departments are expected to follow the guidelines on how to conduct the Doctoral Committee and procedures to be followed based on the UGC Regulations 2016 for forwarding the Recommendations of the Doctoral Committee along with relevant documents, and undertaking to this effect to the University.

The University has implemented the UGC Regulations 2016 vide UO No.Ac.E1/10685(1)/2016 dated 12.08.2016. The Regulations for the awards of Ph.D, University of Kerala 2016 is available in the website [www.research.keralauniversity.ac.in](http://www.research.keralauniversity.ac.in)

**The DDs submitted by candidates are to be changed into remittance slips at the University cash counter and forwarded along with the documents. Departments shall ensure that this instruction is strictly followed, as huge revenue loss is incurred for re-validating the DDs when received late at the University.**

The Doctoral Committee recommendations and the proforma of the research supervisors are to be submitted in the prescribed format only, which is available in the website, with all details filled in. Any corrections in the minutes of the Doctoral Committee shall be duly attested. The Doctoral Committee is to be conducted on time and the minutes and other documents are to be forwarded to the University as per the given guidelines. The signature of all the members of the Doctoral Committee in the Minutes is

mandatory. If an expert is absent either the name can be excluded or, if included, 'Absent' is to be mentioned in the column for signature.

No candidate from other Universities without eligibility certificate for the PG/M.Phil Degrees are to be recommended for registration. Kindly ensure that such degrees are eligible to be considered for admission to Ph.D course in the subject in which the candidate seeks admission (Eligibility Certificate/Certificate from the Dean/Research Director/Chairperson BoS(PG) concerned if interdisciplinary), is to be insisted.

The word 'Co-supervisor' should be written along with the name of the Co-supervisor in the space provided in the Doctoral Committee minutes.

All concerned are to comply with the contents of the circular. Copy of the guidelines is available in the Kerala University Research Portal.

Sd/-

**REGISTRAR**