

MS/MPhil Thesis Submission Checklist
Part-A (Fee Clearance Certificate)
(Filled by the Candidate)

Department:	
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Program Details:

MS/MPhil	Session:	
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Student Details:

Name:		Roll No:			
Contact No:		Registration No:			
Email ID:		Session:			

Research Title:

Title:	
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Supervisory Details:

Supervisor Name:		Designation:	
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Fee Details (Year and Semester)

Year	Semesters	Fee paid (Rs.)	Date	Fine (if applicable)	Official Verification & Signature
1	Semester 1				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	Semester 2				
2	Semester 3				
	Semester 4				
3	Semester 5				
	Semester 6				
4	Thesis Fee				

I hereby declare that the information given in this form are correct. I have attached the following documents:

Applicant Signature

Program Coordinator

Part-B
(Filled by the Department Concerned)

Sr. No	Item	Status		Annex
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
1	MS/MPhil thesis submission Performa	<input type="checkbox"/> Yes	<input type="checkbox"/> No	A
2	Admission letter/registration card	<input type="checkbox"/> Yes	<input type="checkbox"/> No	B
3	Approved Scheme of Study	<input type="checkbox"/> Yes	<input type="checkbox"/> No	C
4	Certificates of course offerings (semester 1 and 2)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	D
5	Coursework results (1 st and 2 nd Semester)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	E
6	Approval of research title/synopsis from BOS	<input type="checkbox"/> Yes	<input type="checkbox"/> No	F
7	Approval of research title/synopsis from BASAR	<input type="checkbox"/> Yes	<input type="checkbox"/> No	G
8	Supervisory progress report (4 Nos – 2 for the 3 rd Semester and 2 for the 4 th semester)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	H
9	Copy of plagiarism certificate (QEC)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	I
10	Certificate of extension (If applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	J
11	Two copies of thesis	<input type="checkbox"/> Yes	<input type="checkbox"/> No	K

Program Coordinator

Chairperson/Teacher Incharge

Part-C
(Filled by the Directorate of Graduate Studies)

The thesis of the above mentioned student received in the Directorate of Graduate Studies on _____ and after careful examinations, I have proposed the following.

Recommended for viva voce examination	<input type="checkbox"/>	Not-Recommended for viva voce examination and the case returned to the Department	<input type="checkbox"/>
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DGS Representative

Director

The decision regarding the above mentioned student has been communicated to the concerned department on _____ along with the two signed copies of the thesis.

DGS Representative