

CHECK LIST TO BE EXECUTED AT THE TIME DRC

1.	Name of Scholar	
2.	Subject	
3.	Registration No.	
4.	Enrollment Number	PEN/
5.	Fees paid so far	
6.	Whether the Scholar has submitted application along all the documents from 10 th to post graduation including Mark-sheet are attested or Original certificate seen and certified by University authorities	Yes/No
7.	Whether interview letter is signed by the scholar with Research proposal 4 to 5 pages Hand Written	Yes/No, if yes write the date
8.	Whether lab letter is furnished(whenever applicable)	Yes/No
9.	Whether guide Consent letter is submitted	Yes/No
10.	Whether Migration certificate in original is submitted for Enrollment	Yes/No
11.	Whether General Topic PPT 1 soft/hard copy submitted	Yes/No
12.	Whether Review of Literature completed	Yes/No
13.	Whether topic is searched in Google/ inflibnet to check whether any one else is doing Research on same topic	Yes/No
14.	Whether Synopsis is submitted 3hard and 3 soft copies along with one PPT soft/hard copies submitted	Yes/No
15.	Whether course works have been successfully completed (Attached CW marks details)	Yes/No

Verified by Scholar

Checked by Co-ordinator

Verified by Authorities

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16.	DRC form with DRC approval Letter is done	Yes/No
17.	Whether six monthly progress report submitted with Guide seal and signature	Yes/No
18.	Whether Scholar has submitted the Yellow book (600 Hours Record) as per the guidelines	Yes/No
19.	Whether Four conference participation certificate (two national and two international) are submitted either with presentation or without presentation	Yes/No
20.	Whether reprint for Two Articles published in refereed journal is submitted with editor's confirmation that it is a refereed articles	Yes/No
21.	Thesis Summary 3 hard and 2 soft copies with panel of referees	Yes/No
22.	Whether the Thesis has been checked with plagiarism software and what is the percentage of plagiarized contain detect. Please attach the result sheet	
23.	Whether Scholar has submitted the Affidavit as per Ph.D. guidelines	Yes/No
24.	Whether Guide has submitted the undertaking as per Ph.D. Guidelines	Yes/No
25.	Whether the scholar has made pre-presentation of Thesis	Yes/No
26.	Whether No dues letter has been circulated, signed by all concerned and returned to Ph.D. section. No due certificate should not be issued to Scholar	Yes/No
27.	Whether 5 hard bound Thesis is submitted as per Ph.D. guidelines with 2 soft copies	Yes/No
28.	Whether Thesis contains 250 pages of Text with graph/images relevant to the context and proper illustration	Yes/No

Verified by Scholar

Checked by Co-ordinator

Verified by Authorities