

Ph.D.	FT / PT
Reg. No.	

CHECK LIST WHILE SUBMITTING Ph.D. SYNOPSIS

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|---|---------------|
| 1. Proforma for submission of Synopsis (download from the website) | YES/NO |
| 2. 6 copies of the Synopsis as per the norms of SRM University 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,
HOD and Research Co-ordinator (if any) | 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 |
| 6. The panel of Foreign Examiners should not be of Indian origin | YES/NO |
| 7. The University communication (in ORIGINAL) confirming the Provisional registration | YES/NO |
| 8. Provisional Registration Confirmation order(Original) issued by the University | YES/NO |
| 9. Copy of the grade sheets issued by the University (for course work examination) | YES/NO |
| 10. PG / Qualifying Degree Certificate in Original | YES/NO |
| 11. Thesis evaluation fee of Rs.17,500/- in the form of a DD (any nationalized bank) drawn in
favour of "SRMIST" with filled Challan | YES/NO |
| 12. Xerox copy of the journal Publications of the Scholar with proof for the impact factor
of the journal | YES/NO |
| 13. Copy of the fee challan and Progress report for all the semesters till the submission of
Synopsis | YES/NO |
| 14. Whether Synopsis submitted within the maximum duration | YES/NO |
| 15. If No, Extension of time obtained | YES/NO |
| 16. Copy of the Extension order enclosed, if applicable | YES/NO |
| 17. Contact Phone No, Mobile No and E-mail ID of the Supervisor | YES/NO |
| 18. Covering letter duly signed by the Supervisor and forwarded through the HOD | YES/NO |
| 19. Minutes of pre-Ph.D. presentation in the department | YES/NO |
| 20. No dues certificate | YES/NO |
| 21. Report for Plagiarism check | YES/NO |

Checked and found correct

Signature of the Supervisor