



**UNIVERSITY OF CALICUT
DIRECTORATE OF RESEARCH**

(FORM – IV)

APPLICATION FOR CONVERSION OF MODE OF RESEARCH

1	Name & Address of Research Scholar			
	Email and Phone No.			
2	Name & Designation of the Supervisor			
	E-mail and Phone No.			
3	Name & Designation of Joint-Supervisor, if any			
	Email and Phone No.			
4	Name of the Research Centre			
5	Registration Order No. & Date			
6	Title of research (as given in Registration Order)			
	Subject & Faculty			
7	Whether availed conversion of mode of research earlier?			
	If Yes, Order No. & Date			
8	(a) Present Mode of Research (b) How long has the Scholar been doing research in the present mode?	From	To	
9	Whether successfully completed the Course Work and PQE?			
10	Specific reason for change in mode of research (specify the date of effect) and the date from which the conversion is needed.			
11	Details of fee remitted			
	Receipt No	Date	Amount (in Rs)	Paid at

12. Declaration by the scholar:

I do hereby declare that, all the details provided above by me are true and correct and that, I will complete the research within the stipulated period and bestow all my efforts for the completion of the programme and submission of thesis and all mandatory documents in time.

Date:

Signature:

Name:

12. Recommendation of the Supervising Teacher:

I do hereby recommend that the change in mode for the research programme requested by the scholar, who is doing his/her research under my supervision, is genuine and admissible under the rules of the University.

Date:

Signature:

Name & Designation:

13. Recommendation of the Head of the Research Centre:

Date:

(Office Seal)

Signature:

Name & Designation:

Documents to be attached:

(Sl No. 1 to 5 common for FT&PT; 6 to 9 for conversion to FT; 10 to 14 for conversion to PT)

- 1. Application in the prescribed format duly endorsed and forwarded by the Guide & Head of research center.*
- 2. Chalan receipt of required fees. (Ph.D Conversion – Part time/Full time – Rs. 645/-)*
- 3. Copy of the registration order.*
- 4. Specific recommendation of the Research Advisory Committee for conversion with directions to the candidate to complete the research work and submit thesis within the period granted.*
- 5. Details of Course work & PQE.*
- 6. Copy of the relieving order from the employer/parent institution as the case may be.*
- 7. Copy of the proceedings of the employer sanctioning leave (if proceeding on leave for study purpose / research).*
- 8. Copy of the joining report from the Research Centre.*
- 9. Copy of the FIP/JRF letter (if applicable).*
- 10. Copy of the appointment letter from the employer (if joined new job).*
- 11. Copy of the joining Report from the employer (if joined new job).*
- 12. NOC from the Employer (Original).If the NOC is digitally generated, it should be attested by the authorities concerned.*
- 13. Copy of the relieving order from the research centre where the candidate has been doing research in full time mode.*
- 14. Copy of the letter to UGC (or other funding agency) sent by the Head of the Institution, requesting stoppage of fellowship from the date of resignation of the researcher **OR** a clear statement from the Head of the Research Centre (Principal/Director/HoD of University departments) in this regard (if the researcher enjoyed fellowship of any type).*