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**UNIVERSITY OF CALICUT
DIRECTORATE OF RESEARCH**

(FORM - II)

APPLICATION FOR FINAL THESIS SUBMISSION (Ph.D PROGRAMME)

1.	Name (In Block Letters) as entered in Qualifying Degree Certificate			
2.	Name in Malayalam			
3.	Gender			
4.	Age and Date of birth			
5.	Religion & Community			
6.	Permanent Address (in Block Letters)	PIN:		
7.	(a) Address for communication (In Block Letters)	PIN:		
	(b) Phone No.			
	(c) Email			
8.	Whether the candidate has paid the fees for all terms (A certificate to this effect, obtained from the Head of the Department/ Research Centre, should be enclosed)			
9.	Furnish details of following Qualifying Examinations	Register No.	Month & Year	University
	(a) PG			
	(b) M.Phil.			
10.	(a) Whether attended Course Work? If yes, state the period and Centre (b) Whether qualified PQE?			

11.	Date of Registration as a Research Scholar specifying the Centre of Research with University Order No. and Date.	
12.	Whether Full-time/ Part-time	
13.	a) Title of Research b) Faculty c) Subject	
14.	Whether any change of title has been effected after the registration? If so, furnish details	
15.	Details of conversion of mode of research/ extension of registration/ guide change, de-registration etc.	
16.	Details of Extension granted – Specify period with corresponding University Orders	
17.	(a) Nature of fellowship drawn (b) Present position regarding fellowship, if any, or occupation	
18.	Whether availed FIP/FDP? Furnish details	
19.	Details of publication (separate sheet may be attached)	

I hereby certify that the entries made above are correct to the best of my knowledge and that they have been made in my own handwriting.

Place:

Date:

Name & Signature of the Candidate

Name with present Designation and Signature of the **Supervising Teacher** with Address, Mobile No. and Email:

Name, Signature and Designation of the **Joint-Supervisor** with Mobile No. and Email:

Name and Signature of the **Head of the Research Centre** with Mobile No. and Email:

Documents to be attached along with the application for Final Thesis Submission

1	Forwarding letter from the Head of the Research Centre (Mention the Date of Submission)
2	Duly filled application in the prescribed format
3	Original Challan receipt for Rs. 6790/- (w.e.f. 01/06/2026) towards the fee for thesis submission
4	Copy of the Registration Order
5	Re-registration order
6	Extension order
7	Conversion order
8	Title Change order if already obtained (Title change order is not being issued from the University w.e.f. 29.07.2023)
9	Pre-submission Minutes. (The title of the thesis is to be furnished clearly in the minutes if title change has been recommended by RAC)
10	Centre Change order
11	Guide Change / Joint-Supervisor Order
12	Preliminary Qualifying Examination (PQE) Pass Memo
13	PQE Exemption Memo in the case of M.Phil. Graduates
14	Copy of a Research Paper published along with the details in the prescribed format, duly certified by the HoD/ HoI that it is Peer reviewed.
15	Copy of a Research Paper publication. The name of the University shall be cited in the Research Publications
16	Paper presentation certificates (2 Nos), as per UGC regulation 2016
17	Copy of the proceedings of the pre-submission Seminar endorsed by the Head of the Research Centre
18	The Certificate of Plagiarism check, along with the first two pages of Core and Non-core and copy of the minutes of the doctoral committee.
19	No due certificates from the Department, Hostel and CHMK Library.
20	Joining Report from the HOD/HOI with seal and signature.
21	Monthly statement of attendance for the last two years (January to December) of the period of research till the date of submission of thesis. The attendance statement is to be forwarded by HoD/HOI of the Institution with seal and signature.
22	Self attested copy of Qualifying Certificate (Original is to be produced for verification while submitting thesis)
23	The soft copy of the synopsis. The soft copy of the synopsis is to be forwarded by the email 'phd@uoc.ac.in'. The hard copy of the synopsis is not required.

24	Two copies of the Thesis with one soft copy in pdf format. A third copy of the thesis shall be retained by the scholar and submitted only upon request. The soft copy of the thesis is to be forwarded by the email 'phd@uoc.ac.in'. The soft copy of thesis in CD/DVD is not required.
25	<u>Panel of examiners – Instructions</u> • The panel shall include a minimum of 10 examiners not below the rank of Associate Professor and out of which 5 numbers shall be from the outside state. However, for the subject of Malayalam the condition for the examiners from outside the state is not insisted. • The teachers of this University and affiliated colleges shall not be included in the panel as examiners. • The soft copy of Panel shall be forwarded by the email 'phd@uoc.ac.in' . • The panel shall include the institutional address, e mail address and mobile number of the examiners.