

APPENDIX – A
FORMAT FOR INTER-DISCIPLINARY RESEARCH PROPOSAL
 [This proforma duly filled in should be forwarded along with
 the Minutes of the Departmental Committee]

Name	
Academic qualification	
Age & Date of Birth	
Occupation (if any)/Designation	
Duration of Employment	
The subject in which the candidate has qualified for the Master's Degree	
The proposed discipline in which the candidate intends to work for Ph.D.	
The proposed department (with address) where the candidate intends to work for Ph.D.	
The theme of proposed research (in not more than 500 words)	
Whether the proposed Ph.D. theme is partly, directly or indirectly related to the branch of knowledge in which the candidate has qualified for his Master's Degree?	
If so, briefly describe (in not more than 500 words) the input from the two disciplines to the proposed area of research for Ph.D.	
Details of publications, if any, bearing on inter-disciplinary research, pertaining to the topic. If yes, furnish the details	
Comments of the supervisor under whom inter-disciplinary research is proposed	

Signature of the Supervisor

Signature of the Applicant

Signature of the Co-Supervisor

Signature of the HOD

APPENDIX-B
FUNCTIONS OF THE DOCTORAL COMMITTEE

1. To discuss, advise and recommend on all matters connected with the candidate's research from provisional registration till the submission of the thesis. Before the doctoral committee, the candidate has to make a presentation for about an hour and the doctoral committee would give detailed comments and guidelines.
2. To suggest courses to be undertaken by the candidate during the first year of his/her provisional registration, in the light of his/her attainment and with a view to fulfilling the requirements of the research.

Such courses of instruction may be given as short-term courses lasting from three to four months in such subjects as may be chosen by the Doctoral Committee and through seminars, discussions, occasional lecturers, laboratory techniques, field work, etc.

3. To conduct the Part I course work and examination for the candidate by written and oral examinations, on the completion of such courses, at the end of the first year of provisional registration and to report to the University on the fitness or otherwise of the candidate to proceed with his/her research work for the Ph.D. and recommending the confirmation of the provisional registration.

In case where a candidate is not approved at the end of the FIRST year by the Doctoral Committee/ University, it may recommend that the candidate should undertake additional course work /examination after a further period of not exceeding SIXMONTHS at the end of which he/she shall be examined again; and if found fit, his/her provisional registration will be confirmed and he/she will be permitted to proceed with his/her research work. A candidate who is not found fit even after the additional course and re-examination, shall not be permitted to continue research and his/her provisional registration shall be cancelled.

4. To monitor the candidate's work periodically by directing him/her [a] to give periodical seminars on his/her work; [b] to submit reports once in six months positively both in the case of full time and part-time candidates to the University on the candidates progress in research work in the prescribed format (Appendix-C); [c] to conduct and supervise and presentation by the candidate of the final draft of his/her proposed thesis for approval before the submission of synopsis of the thesis to the University and to give a certificate to this effect to be submitted along with the synopsis.

5. A Panel of (1) 3 Examiners from overseas of non-Indian origin with 10 and more than 10 years of research and teaching experience, (2) 3 examiners from North, East, Western parts of India and (3) 3 Examiners exclusively from Chennai region (for viva-voce purpose) has to be provided by Supervisor. (If the supervisor furnishes examiners from outside Chennai, he/she has to justify the reasons for suggesting such examiners). Appointment of overseas examiners need not to be insisted for the Indian Language subjects especially for Malayalam, Tamil and Kannada and other disciplines of Vaishnavism, Saiva Siddhantha, Jainology etc.

Panel of experts should be typewritten only, handwritten panel will not be accepted under any circumstances. Along with the names of the examiners the Panel should mention latest e-mail id, telephone nos. etc.

Provided that persons suggested for appointment as examiners should hold Ph.D. degree with teaching and/or research experience for at least 10 years at the post-graduate level with research publications in standard refereed research journals, national and international to their credit and **also a recognized Ph.D supervisor and should have produced Ph.D scholars.** There should not be repetition of more than 50 percent names in each of the two categories.

APPENDIX –C

PROGRESS REPORT OF THE PH.D. PROGRAMME

[To be submitted once in six months by both full-time candidates and part-time candidates]

- i. The progress reports shall be submitted by the candidate in quadruplicate, to the Supervisor accompanied by a report by the candidate about the work carried out during the period of this report (in about 300 words) duly signed by the candidate and countersigned by the Supervisor.
- ii. The Supervisor shall fill his/her part, sign it and get it countersigned by the Head of the Department of the Supervisor.
- iii. The first copy to be retained by the Supervisor for placing before the Doctoral Committee and subsequent office record, second copy shall be sent to the Registrar through the HOD, the third copy shall be sent to the parent institution wherever applicable and the fourth copy to the scholar.

1. Particulars about the candidate

[a] Name :

[b] Designation
(where applicable) :

[c] Institution where employed
(if applicable) :

[d] Period of the Report :

2. Registration Details

[a] Category of Registration : Full-time / Part-time (Internal) /
Part-time (External)

[b] Date of provisional registration
with University reference :

[c] Whether the provisional registration
has been confirmed
(If yes, give reference) : Yes / No

3. Particulars of the Supervisor(s)

[i] Supervisor

[a] Name :

[b] Designation :

[c] Institution where employed :

[ii] Co-Supervisor

- [a] Name :
[b] Designation :
[c] Institution where employed :

4. Name of Department / Institution
where research is conducted :

5. Area of work and tentative title of
the proposed thesis :

6. Details of the progress :

[a] Whether the candidate's report
in triplicate is enclosed? : Yes / No

[b] Whether any papers have been
published? : Yes / No

(if yes, furnish details)

[c] Whether seminars/conferences
attended? : Yes / No

[d] Whether the prescribed
course work has been completed? : Yes / No

If yes, courses completed .

7. Whether the tuition fee is being paid : Yes / No

Date:

Signature of the Candidate

8. Remarks of the supervisor

[a] Attendance : Satisfactory/Not Satisfactory

[b] Progress : Satisfactory/Not Satisfactory

[c] Expected time of completion :

9. Whether the Supervisor agrees with the
Scholar's report? If yes, give details) :

Signature of Co-Supervisor

Signature of the Supervisor

(if applicable)

Date:

Place:

Signature of the HOD

Seal

Signature of the Head of the Institution.

APPENDIX – D

Model for Cover and Title of the Ph.D. Thesis

TITLE OF THE THESIS

**Thesis submitted in the University of Madras
in Partial Fulfillment of the
Degree of Doctor of Philosophy (Ph.D.)
In <Subject>**

By

(Name of the Candidate)

Under the guidance of

(Name of the Guide/ Supervisor with Designation)

<p>Emblem (College/University)</p>

(Name of the Department)

(Name of the Institution)

(Name of the Place)

(Month and Year)

APPENDIX – E

DECLARATION

I declare that the thesis entitled

submitted by me for the degree of Doctor of Philosophy (Ph.D.) is the record of work carried out by me during the period from _____ to _____ under the guidance of _____ and has not formed the basis for the award of any Degree, Diploma, Associateship, Fellowship, Titles in this University or any other University or other similar institution of Higher Learning.

Signature of the Candidate

APPENDIX – E1

CERTIFICATE FROM THE SUPERVISOR

I certify that the thesis entitled _____ submitted for the degree of Doctor of Philosophy (Ph.D.) by Mr./Ms. _____ is the record of research work carried out by him/her during the period from _____ to _____ under my guidance and supervision, and that this work has not formed the basis for the award of any Degree, Diploma, Associateship, Fellowship or other Titles in this University or any other University or institution of Higher Learning.

Signature of the Supervisor
with designation

APPENDIX-F

PROFORMA FOR ADJUDICATION OF THE PH.D. THESIS

1. Name of the Candidate :
2. Title of the Thesis :
3. Discipline and Subject :
4. Name and Address of the Examiner :
5. Recommendations of the Examiner
(Please strike out whichever are not applicable) :
 - [a] Thesis is highly commended :
 - or
 - [b] Thesis is commended
 - or
 - [c] Thesis is commended and the degree may be awarded subject to the candidate's furnishing satisfactory clarification to my queries during the Public Viva Voce examination.
 - or
 - [d] Thesis is commended and the degree may be awarded subject to the condition that the corrections / modifications suggested by me are carried out in the thesis and duly certified by the supervisor – convener before the public viva-voce examination.
 - or
 - [e] Thesis needs to be resubmitted after revision for revaluation.
 - or
 - [f] Thesis is not commended and the degree may not be awarded.

Note: Please enclose your detailed report on the thesis. Please also enclose a list of questions, if any, to be asked at the public viva-voce examination.

6. Any other remarks

Place :

Date :

(Signature of the Examiner with Designation)

Address:

APPENDIX – G



UNIVERSITY OF MADRAS

Faculty of -----

The Senate of University of Madras hereby makes known that (Name of the Candidate) has been admitted to the degree of Doctor of Philosophy, he/she having been certified by duly appointed examiners to be qualified to receive the same in the year -----for the thesis entitled -----

(Title of the Thesis)

(Name of the Discipline)

Given under the seal of the University of Madras this -----
-- day of -----

Registrar

Vice-Chancellor

APPENDIX-G1



UNIVERSITY OF MADRAS

Faculty of -----

The Senate of University of Madras hereby makes known that <Name of the candidate> has been admitted to the degree of Doctor of Philosophy, he/she having been certified by duly appointed examiners to be qualified to receive the same in the year ----- for the thesis entitled ---

(Title of the Thesis)

(Names of the Disciplines) (Inter disciplinary)

Given under the seal of the University of Madras this -----
----- day of-----

Registrar

Vice-Chancellor

FEE STRUCTURE FOR PH.D. PROGRAMME (FULL TIME/PART-TIME)

FEEES FOR CANDIDATES ADMITTED IN THE UNIVERSITY DEPARTMENTS

Sl.No.	Description	Amount in Rs.
i.	Cultural and Youth Festival Fee (other than sports, NSS etc.,) [Entry only]	30/-
ii.	Fee for the Development of Infrastructure facilities in the University. [Entry only]	30/-
Tuition/ Research Fee		
iii.	a) Persons working in Arts (Humanities & Languages Department) and Science Departments for this Purpose Full Time[per annum]	8,000/-
	Part Time[per annum]	10,000/-
	c) Research Fee for Foreign students for	
	a) Arts [per annum]	60,000/-
	b) Science [per annum]	1,00,000/-
	c) Business Administration [per annum]	1,00,000/-
iv.	Library fee [per annum]	120/-
v.	Internet fee [per annum]	500/-

In addition to the above, the following fees are also payable by every candidate who is working in Laboratories:

vi.	Caution Deposit <i>(refundable at the time of leaving the Department after deduction the cost of breakages, if any)</i>	1200/-
vii.	Special Laboratory fee for Chemicals [per annum]	1500/-
viii.	Special Laboratory fee for Computers <i>(Candidates must provide for themselves the consumable for computer facility.)</i> [per annum]	200/-

FEEES FOR CANDIDATES ADMITTED IN THE AAFILIATD COLLEGES / RESEARCH INSTUTIONS TO THE UNIVERSITY:

ix.	Cultural and Youth Festival Fee (other than sports, NSS etc.,) [Entry only]	30/-
x.	Fee for the Development of Infrastructure facilities in the University. [Entry only]	30/-
xi.	Library fee [per annum]	120/-

Approval for admissions should be sent to the University in the following formats:

FORMAT FOR CANDIDATES APPLIED, INTERVIEWES AND SELECTED

i. List of Candidates applied

Sl.No.	Name of the Candidate	Community FC/BC/ MBC/ SC/ST	Qualification (10+2+3+2) / (11+1+3+2) / (OUS PG/M.Phil)	Marks in PG Exams	Name of the University

ii. List of Candidates interviewed

No.	Name of the Candidate	Community FC/BC/ MBC/SC/ST	Marks in PG Exams (50)	Marks in Entrance Exam			Grand Total P.G. Exam +E.E. (100)
				Written (35)	Oral (15)	Total (50)	

iii. List of Candidates selected

1

No	Name of the Candidate	Community FC/BC/ MBC/ SC/ST	Grand Total P.G. Exam + E.E.(100)	Rank / Selection / Waiting list

(Signature of the Members of the Selection Committee)
with office seal

APPENDIX – I

Specifications of requirements for an institution/department to get the recognition to conduct research leading to Ph.D.:

- i. Minimum two persons with Ph.D. qualifications in the area(s) of research by the department / institution as approved by the University.
- ii. Library facilities with adequate books, Journals, in the area of research literature / retrieval facility through CD – ROM / Internet facilities
- iii. Laboratories with equipments as required for the discipline of research for which recognition is sought (specific details to be provided by the respective Boards of Studies for the discipline concerned).
- iv. Adequate working space for the research students in terms of laboratories, Study rooms, Seminar room facilities etc.
- v. Faculty research profile of the department seeking recognition along with the department / faculty contributions made in the respective fields.
- vi. Proportionate increases of hostel, canteen and student amenity facilities.
- vii. Details of existing infrastructure facilities of the department / institution.

APPENDIX-J

Regarding recognition of personnel working in R&D Laboratories of private and public sector undertakings/similar institutions of Languages, Humanities, Arts, Social Sciences, Sciences, Commerce, Management Sciences and Medical Sciences.

1. There should be a recognized co-guide for each student in the concerned University departments/affiliated PG colleges recognized as centres for conducting research leading to Ph.D. degree.
2. There should be at least three personnel to be recognized as guides in the R & D centres/similar institutions of Languages, Humanities, Arts, Social Sciences, Sciences, Commerce, Management Sciences and Medical Sciences. This is necessary because in the event of the personnel/guide leaving the organization (as it happens in industries) the students may be shifted to one of the remaining research personnel.
3. The organization should permit the students to publish/present research papers in the National/International conferences.
4. Researchers with Ph.D. degree who fulfill the norms of the University may be recognized as guides from the designation “Senior Manager” (R & D) / equivalent cadres.
5. The student should pay the fees prescribed to the University.
6. It is the responsibility of the R & D centres/institutions to provide the facilities and resources to the students until he/she completes his/her Ph.D. work.