



Directorate of Research and Development

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY: KAKINADA
KAKINADA-533003, Andhra Pradesh (India)**

Academic Regulations and Guidelines for the Candidates of Research Programmes
(Effective for the candidates admitted for the academic year 2015-16 onwards)

The Directorate of Research and Development is established to promote research activities of JNTU Kakinada, to obtain the funds from UGC, DST, AICTE and other Government organizations/Research organizations/Autonomous organizations, and to encourage the sponsored research activity by interaction with Industries / Premier educational and Research institutes / organizations. The directorate also monitors and administers the research programs of Ph.D offered by the University in various disciplines.

The Academic Regulations and Guidelines mentioned for performing the activities for monitoring and evaluation of the candidates cover the following aspects.

1. Categories of Ph. Ds' offered
2. Available disciplines
3. Eligibility criteria for the candidates to apply for the Ph.D programme
4. Eligibility criteria for Supervisor/Co-Supervisor
5. Application format
6. Admission procedure
7. Criteria for the Recognized Research center to offer Ph.D programme
8. Course work, Pre-Ph.D and Residential Requirements
9. Constitution of Research Review Committee
10. Duration of Ph.D programme and Extension of time
11. Change of Area /Change of Supervisor or Co-Supervisor
12. Fee particulars
13. Research Review
14. Pre-submission procedure
15. Anti-Plagiarism check and Submission Requirements
16. Evaluation of Ph.D Thesis
17. Examination fee

18. Preparation of Thesis
19. Criteria for the Examiners
20. Viva –Voce examination
21. Ph.D awarding procedure with Gazette Notification
22. Cancellation of Ph.D admission
23. Best Ph.D thesis award and guidelines
24. Information to Research scholars
25. National Journal of Engineering, Science and Technology membership forum
26. Other important formats

1. Categories of Ph. Ds' offered

The University offers Ph.D (minimum duration is 3 years) programmes in different disciplines. The details are as follows.

- Mathematics / Physical Sciences / English / Humanities
 - Ph.D (Full time / External Registration)
- Engineering
 - Ph.D (Full time / External Registration)
- Pharmacy
 - Ph.D (Full time / External Registration)

2. Available disciplines

The University offers Ph.D (Full time / External Registration) in the following disciplines

- **Mathematics / Basic Sciences/ English / Humanities**
 - Mathematics
 - Physics
 - Chemistry
 - English
 - Management
 - Commerce
 - Economics
 - Library sciences

- **Engineering**
 - Civil Engineering
 - Chemical Engineering
 - Electrical and Electronics Engineering
 - Electronics and Communication Engineering
 - Mechanical Engineering
 - Metallurgy
 - Computer Science and Engineering
- **Interdisciplinary**
 - Bio-Technology
 - Spatial Information Technology
 - Computer science
 - Environmental sciences
 - Food Processing Technology
 - Nano Technology
 - Material science
- **Pharmacy**

In addition, if any department in any Research organization / Educational institution which is recognized as research centre by any state University, such disciplines offering Ph.D, are also likely to be included.

However, the University may consider admissions in the above disciplines as per the recommendations of the Academic senate and as per the availability of the faculty in the University.

The disciplines, wherein at least one faculty member with Ph. D qualification available in the University or in its constituent units or Research centres recognized by this University may be considered for the admissions under External / Full time scholars.

3. Eligibility criteria for the candidates to apply for the Ph.D Programme

Candidates applying for Ph.D research programme under external registration should have minimum of two years experience in Educational Institutions / R & D organizations / Industries. However, Full time Research Scholars may be admitted without experience.

Limited fellowships for full time Research Scholars for Ph.D programme may be available in specific areas.

Candidates who have obtained JRF, SRF or other fellowships from organizations like UGC, CSIR, and AICTE, etc., will be given priority for selection as Full time Research Scholars (without University fellowship). These candidates may be exempted from the written test for admission, however, they have to attend the interview.

i. Mathematics / Physical sciences / English / Humanities

- i. Candidates applying for Ph.D should have Post Graduate (PG) qualification in the concerned disciplines from any UGC recognized State / Central University / Private University, Premier National Institutes, with 55% marks for OC and OBC categories, and 50% marks for SC and ST candidates. The marks in UG may be less than 60% for all categories.
- ii. For Ph.D programme in Management science, Candidates possessing MBA are eligible.
- iii. In addition, the candidates possessing PG qualification in any other discipline are also eligible provided he/she should have 5 years experience in managerial capacity in Industry / R & D/ Govt organization. Such candidates may be exempted from the written test. They have to attend the interview.

ii. Engineering

- i. Candidates applying for Ph.D should have Post Graduate (PG) qualification in the concerned disciplines from any UGC recognized State / Central University / Private University, Premier National Institutes. Candidates with 60% marks in PG programme for OC and OBC categories, 55% marks for SC and ST candidates, may be considered. However, in case of SC, ST candidates, minimum 60% marks is mandatory either in UG or PG.

- ii. Candidates applying for Ph.D in Computer Science and Engineering should have UG in any engineering discipline. However, the PG qualification should be in Computer Science and Engineering

iii. Interdisciplinary

- i. Candidates interested to apply for interdisciplinary research work, should hold the PG degree in the relevant discipline, with 60% marks of OC and OBC candidates, 55% marks for SC and ST candidates, in the faculties of Engineering. However, in case of SC, ST candidates, minimum 60% is mandatory either in UG or PG.
- ii. 55% marks for OC and OBC candidates, 50% marks for SC and ST candidates, in case of M.A. / M.Sc., / M.Com / MBA, etc.
- iii. With regard to the eligibility of PG specialization will be based on the recommendations of the Chairperson of respective BoS.
However, the candidate may have Supervisor and Co-Supervisor from different disciplines, which are relevant to the chosen area of research

iv. Pharmacy

- i. Candidates applying for Ph.D should have Post Graduate (PG) qualification in the Pharmacy from any UGC recognized State / Central University / Private University, Premier National Institutes. Candidates with 60% marks in PG programme for categories, OC and OBC candidates, 55% marks for SC and ST candidates, may be considered. The marks in UG may be less than 60% for all categories. However, in case of SC, ST candidates, minimum 60% marks is mandatory either in UG or PG

4. Eligibility criteria for Supervisor/Co-Supervisor

Faculty member / Scientist from any UGC recognized State University / Central University, Government R & D organizations, Private R & D organizations recognized by the University, Research centers (departments from any private Engineering / Pharmacy/Management educational institutions) recognized by the University, can act as a

Supervisor / Co-Supervisor. However, they have to enroll in JNT University Kakinada as recognized Supervisor and Co-Supervisor (**Annexure -1**)

If the Supervisor / Co-Supervisor is from any affiliated institute / Private organization, then Co-Supervisor / Supervisor is mandatory from State / Central Universities recognized by UGC, premier National Institutes like IITs / NITs and Government R&D organizations / Research centre recognized by the University. Supervisor / Co-Supervisor from affiliated institutions should be ratified faculty of the University.

The eligibility criteria to act as Supervisor / Co-Supervisor are as follows.

- i. Faculty member / Scientist should have Ph.D qualification from State University/Central University/IITs'/IIMs/NITs/IISc or any other UGC recognized private University.
- ii. Faculty member / Scientist should have research experience of minimum one year duration after completion of Ph.D.
- iii. Faculty member / Scientist should have at least four National and International Journal publications and at least one out of them should be after acquiring Ph.D.
- iv. Faculty member / Scientist should not supervise for more than 08 Ph.D candidates as main supervisor.
- v. Maximum of three Ph.D scholars are permitted to register with a Supervisor per year.
- vi. Faculty member interested to supervise / co-supervise the candidate registered in JNT University, should submit the no objection certificate from the employer,

5. Application format

Candidates should submit the application in the prescribed format. The prescribed format is given in **Annexure- 2**. University may issue the notification in leading newspapers and also in JNTU Kakinada website.

6. Admission procedure

Admissions will be made by the Directorate of Admissions and the selection will be intimated to the candidates. The guidelines for admissions for Ph.D programme are as follows.

- Candidates shall be admitted in the Ph.D programme based on merit in written test and interview
- Written test is to be conducted by the University in the prescribed syllabi. The syllabi will be placed in the website along with notification.
- Hall tickets for written test will not be posted to the candidates. It is the responsibility of the candidates to collect the Hall tickets from the Office of the Director, Admission, JNTUK, Kakinada without which he / she will not be allowed for the entrance examination.
- Candidates who have qualified in the UGC/CSIR/NET/SLET examinations are exempted from appearing the written test. However, they have to attend the interview.
- Candidates possessing M Phil degree (regular) / distance mode, but recognized by Directorate of Distance Education of UGC or any other authorized organization are exempted from appearing written test. However, they have to attend the interview.

All Others have to appear for the written test and interview too.

- The minimum qualifying marks in the written test are 45% for OC and OBC and 35% for SC and ST candidates.
- Candidates, who qualify in written test have to appear for the interview before the board constituted by the University. However, if the number of candidates qualifying the examination is more, then the number of candidates to be interviewed may be decided by the University authorities based on cut-off mark in the written test, which will be decided by the University authorities from year to year.
- Foreign National students seeking admission for Ph.D programme (full time) may be admitted based on the merit in interview. The rules for admission may

have to be followed as per the Indian Government policy. Candidate has to stay minimum three years on campus.

- Persons of Indian origin / NRIs' seeking admission for Ph.D programme (External registration) may be admitted based on merit in interview only. One of the Supervisors should be from JNTU Kakinada. Residential requirement, course work and Pre-Ph.D requirements as stipulated by the university from time to time is mandatory.
- Candidates seeking admission under external registration should produce No Objection Certificate (NOC) from the present employer and the employer should permit the candidate to avail the leave for atleast six months to complete the residential requirement to attend the assigned subjects, for course work / pre - Ph.D / Thesis compilation etc.
- During the research period, the candidate shall not register for any other course, at any other University or Institution, leading to the award of any other degree / diploma. In case of any such contingency, the candidate shall forfeit the admission.

7. Criteria for the Recognized Research center to offer Ph.D

The Department should have minimum of two faculty members / scientists who are actively working in the area of research, registered by the student of Ph.D programme. They have to fulfill the requirements as specified in section.4.

The equipment / software packages that are required for the research, as recommended by the Supervisor / Co-Supervisor must be available in the Department / Recognized Research center. Institution / organization authorities should give the letter accordingly. The department should be accredited by NBA / Permanent affiliation, if the department is from affiliated institute of any University.

Application format and Guidelines for the recognized research centre are available in **Annexure -3**.

8. Course work, Pre-Ph.D, and Residential Requirements

Candidates admitted in Ph.D (External registration) should complete the Residential, course work, and Pre-Ph.D requirements as follows.

Residential Requirement for External scholars

- Candidate should have minimum of six months residential requirement to enable the candidate to interact for the research work with Supervisor / Co-Supervisor. Supervisor and Co-Supervisor should issue the completion of residential requirement certificate accordingly before the submission of the thesis. The period of stay for attending the audit courses and credit course should be treated as residential requirement. Further, even if the candidate work for research in the institution / organization, where supervisor / Co-Supervisor works, that period also may be considered as Residential period.

Course work requirements

- Candidate should attend the two audit courses, viz., “Research Methodology” and “Intellectual Property rights and Patents” in the month of May every year. Minimum 75% attendance is mandatory. Internal assessment by concerned teacher should be categorized as either Satisfactory / Not –Satisfactory. If the assessment is not satisfactory, the candidate has to attend the course during next academic year. If the Audit courses are in the form of the guest lectures, in such case, internal assessment is not required. Attendance only will be considered.

In addition, one credit course in their discipline needs to be completed along with PG programme students offered by any state Universities. The period of stay may be considered as Residential requirement of the University. However, JNT University may offer the credit courses during May, every year along with Audit courses. The norms for the credit course, pass % of marks, internal examinations, attendance, etc., are same as PG programme offered in the year of completion of credit course.

Pre-Ph.D requirements

- Chairman of Board of studies in consultation with BOS members of the concerned discipline should list out the subjects and syllabi for different specializations in the concerned discipline, apriori and they should be made available to candidate, Supervisor / Co-supervisor for the selection.
- Supervisor/Co-Supervisor should recommend minimum two subjects (in addition to the audit and credit courses) and syllabi to the candidates from the available subjects. Candidate has to register to these subjects as per the University notification for Pre-Ph.D. Candidate has to pass these subjects with minimum of 50% marks. In case, the candidate fails to pass in three attempts (if the candidate applies and attempts the examination) his/her admission shall be cancelled.
- Director of Evaluation shall issue the notification once in a year for pre-Ph.D examinations and conduct the examination. Answer scripts will be evaluated by two Examiners and the average of the two evaluations has to be considered as subject performance. Results may be kept available at the Director (R&D) office.

Candidate should retain all the necessary documents related to the completion of residential requirement, course work, and subjects of Pre-Ph.D requirements and submit them to the Directorate of R & D, whenever required.

9. Constitution of Research Review Committee

Research Review Committee for every discipline is constituted by the Vice-Chancellor of this University as per the following guidelines.

- Chairman of Board of Studies of the concerned discipline - Chairman
- Head of the Department – Convener
- Two senior professors from the concerned discipline
- Two Professors from other departments (optional)
- Supervisor/Co-Supervisor (Optional)

All the Research Review Committee members should hold Ph.D degree. Candidate must attend minimum of two Research Review Committee (RRC) meetings to report his/her progress before pre-talk. A brief report is to be submitted, for technical discussion before

attending to RRC. Suggestions of RRC about each candidate have to be submitted to the Directorate (R&D) for necessary record.

In addition, a Pre-talk before submission, is mandatory. The Pre-talk may be conducted by the Research Review Committee, if the candidate applies for the same, with necessary enclosures, as decided by the Directorate.

The Research Review is to be conducted by the committee in the Pre-talk within 15 days from the date of issue of the letter from the Directorate. In the pre-talk, minimum 50% members of RRC is mandatory.

The suggestions given the pre-talk may be incorporated in the thesis in consultation with Supervisor & Co-Supervisor. The Supervisor and Co-Supervisor may issue the certificate to the Directorate to that effect.

10. Duration of Ph.D programme and Extension of time

The minimum duration of Ph.D (Full time / External registration) is 3 years. However, candidates may be permitted to continue the work and submit the thesis before 6 years. Further, extension may be permitted by the Vice-Chancellor, based on the merit of the case and discretion of the Vice-Chancellor. This may be considered case by case.

- Candidate should submit the progress of the work along with the application for the extension of time, in the prescribed format given in **Annexure – 4**, at least three months before the completion of six years.
- Candidate should complete the Residential work, Course work, and pre-Ph.D subjects, before the stipulated period (6 years) for the Ph.D programme
- Necessary recommendation from the Supervisor and Co-Supervisor
- Candidate should have paid the fee without any arrears and attended minimum of two RRC meetings during the 6 years.

11. Change of Area and Change of Supervisor / Co-Supervisor

Candidate has to submit the application in the prescribed format (given in **Annexure - 5**) for the **Change of Area**. However, he / she may be permitted for the change of area, if he / she satisfies the following.

- Application for change of area should be submitted, with the recommendations of Supervisor and Co-Supervisor along with abstract. This may be examined by the Chairman (BoS) and their recommendations are required to accept the change of area.
- Examination has to be given for the pre-Ph.D subjects and Credit course as per the changed area of research, if necessary, based on the recommendations of the Chairman (BoS).
- Change of Area is permitted only once in the Ph.D programme. The submission of thesis is permitted only after two years, from the date of change of area. Change of Area is permitted within 4 years from date of admission.

- If the candidate is permitted to avail change of area, then the candidate has to attend minimum one RRC meetings after the date of approval for change of area.

Candidate has to submit the application in the prescribed format (**Annexure - 6**) for the Change of Supervisor/Co-Supervisor. However, he/she may be permitted for the Change of Supervisor/Co-Supervisor, if he/she satisfies the following

- New Supervisor / Co-Supervisor should have been already enrolled in the University and satisfy the eligibility criteria.
- Application of the candidate is required to be signed by both the present and new Supervisors and Co-Supervisors.
- Change of Supervisor / Co-Supervisor may be permitted by the recommendations of RRC.
- Change of Supervisor / Co-Supervisor is permitted only once in the Ph.D programme.
- Change of Supervisor is permitted in **unforeseen circumstances** only with the special permission of the Vice-Chancellor, during the entire period of Ph.D programme.
- Submission of thesis is permitted only after one year from the date of change of Supervisor / Co-Supervisor

12. Fee particulars

On selection for admission, candidates shall be required to pay the prescribed fee as per the prescribed criteria. Fee has to be paid on or before 31st July, in every academic year, subsequent to admission, till the successful completion of the programme and submission of thesis or cancellation of the admission as the case may be. If the fee is not paid by the stipulated date, late fee of Rs.2000/- is levied (within six months from due date), Rs. 4000/- is levied (within one year from due date). Foreign students may have to pay US \$200 (or its equivalent in Indian rupees) as late fee (within six months from due date), US\$ 400 (or its equivalent in Indian rupees) as late fee (within one year due date). Thereafter, the admission of the candidate is liable to be cancelled, without any prior intimation, if the fee is not paid.

Full time Ph.D programmes:

- With JNTUK fellowships
- CSIR / UGC / ICAR / ICMR /AP-NL / DST / MNRE / NBHM / AICTE – JRF/SRF and those JRF/SRF in projects who have qualified CSIR / UGC –NET-JRF / SRF
- Scholars working as Project Fellows with GOI / other agency funded research projects with two/three years duration (approved)
- Registered as Full time research scholars but with no financial assistance

Fee details for research programmes

Fee of Rs.30,000/- per annum.

US \$ 4,000 (or its equivalent in Indian rupees) per annum (Foreign students of any country)

- **All Internal regular faculty members, registered as external scholars**

Fee of Rs.5,000/- per annum

However, the fine for late payment by the internal registered faculty will be same as other scholars. Other rules for internal registered faculty, viz., not registering in time etc., will be same as other scholars

Mode of fee payment is by crossed demand draft in favour of the ‘The Registrar, JNTUK Kakinada’ payable at Kakinada drawn on any Nationalized Bank. A candidate must write his name, roll number and complete address (Mobile No. and E-mail address) on the back of the demand draft.

Candidate must preserve all fee receipts and photo copies of the demand drafts and produce them as and when required.

Candidate has to pay double the fee during the extended period, beyond 6 years, if candidate is permitted for extension of time.

If any reason, a candidate takes his / her original certificates temporarily from the University, candidate has to submit the requisition application with recommendation from the Supervisor and Co-supervisor, mentioning the date before which the certificates will be returned to the office. If he/she does not return before the mentioned date, the candidate may have to forfeit the admission.

In the event of cancellation of Ph.D registration by the candidate on his/her request or by University for any reason, the entire fee amount due till the date of cancellation, must be cleared by the candidate for the return of original certificates.

13. Research Review / Pre-talk

Research Review Committee / Pre-talk is constituted by the Vice-Chancellor as per the guidelines available in section 9. Further, Vice-Chancellor may exclude / include the new members in recommended panel. Research Review Committee may examine and recommend the following.

- Assessing the quality of work in Pre-talk of Ph.D and thereby, suggesting the candidate on suitable modifications to be incorporated in the final thesis for submission
- Research Review Committee may review the progress of minimum four candidates and maximum six candidates per session.
- Candidate must attend minimum of two RRC meetings as advised by the Supervisor for Ph.D programme, in addition to the Pre-talk before submission, which is mandatory.

14. Pre-Submission procedure

Candidates after completing the Ph.D work, and ready to submit the thesis, must satisfy the following aspects.

- Residential requirement, Course work, and Pre-Ph.D examinations must be completed.
- Candidate must attend minimum of two RRC meetings
- University Fee as prescribed, with necessary fine (if any) should be paid
- Minimum two research publications for Ph.D. are mandatory. One of them should be in Science Citation Index Journals with impact factor from Thomson Reuters are mandatory from the research contributed.
- The candidate should be first author for the research papers. Research Papers should be authored by Candidate, Supervisor and Co-supervisor only.
- Candidate may acknowledge the support extended by other expert in the research paper, however, he / she should not be as author.
- Quality of the work is to be adjudged by the RRC, in the review meetings and their recommendations should be made available in the candidate record by Director (R & D)

- Letter from the candidate through Supervisor, for arrangements of pre-talk.
- Pre-talk may be arranged in the University premises.
- The presence of at least 50% of RRC members is mandatory for the pre-talk.
- Recommendations (Excellent/Good/Satisfactory/Not satisfactory) from the RRC may be forwarded to the Directorate (R&D).
- Synopsis reports (6 copies) and draft copy of the Ph.D thesis (1 copy) have to be submitted to the Directorate (R&D) along with a request letter for the Pre-talk, for forwarding the same to the Convener / Chairman (BoS) for conducting the pre-talk.
- Candidate has to submit the thesis within maximum 6 months from the date of Pre-talk.
- Research Review Committee members may give suggestions in Pre-talk. The candidate, supervisor and Co-supervisor have to submit a letter that the suggestions are incorporated in the Ph.D thesis.

15. Anti-Plagiarism check and Submission Requirements

The softcopy of the thesis is to be submitted to the Directorate (R&D) at least one week before the actual submission of the thesis for necessary Anti-Plagiarism check. Anti-Plagiarism software, which has been procured by the University, is to be used for the theses submitted. Candidate has to submit the following through proper channel, along with softcopy of the thesis.

- Covering letter duly signed by the Supervisor & Co-Supervisor
- Admission letter photo copy
- All fee receipts copies
- Residential requirement, course work and Pre-Ph.D completion certificates
- Permission letters of the following (if any)
 - Change of Area of Research
 - Change of Supervisor/Co-Supervisor
 - Extension of time
- List of publications from the research signed by candidate, supervisor & Co-supervisor

If any text/figures are found to be copied without proper acknowledgement of the source, the thesis has to be thoroughly revised. In such case, the soft copy of the revised thesis must be submitted within one month from the date of verification.

Anti-Plagiarism check criterion / acceptability has to be less than or equal to 30%. If the criterion is satisfied, the Directorate will issue the approval letter for further submission of thesis. Otherwise, candidate and the Supervisor and Co-Supervisor will be advised accordingly to take up the necessary revision and then re-submission before two months. If the submission of thesis is not done in two months, then thesis will not be allowed for submission. If the anti-plagiarism check is not satisfying the criteria even in second check, the synopsis reports, which have been submitted, will be returned to candidate. Candidate has to re-appear before the RRC and present the pre-talk. The criteria for the % plagiarism may be considered only after excluding research papers contributed from the research work.

Softcopy has to be submitted as per the required format of Directorate (R& D). Director (R &D) will be issuing the Anti-Plagiarism check report in the prescribed format to the student, so as to enable him to finalize the report. Refer **Annexure -7**

Submission requirements

Candidate has to submit the following along with Ph.D thesis.

- Anti-Plagiarism approval letter issued by the Directorate (R & D)
- Synopsis reports (10 copies)
- Ph.D thesis (8 copies) along with National and International Journal Papers published by the candidate (to be included in thesis binding), If research paper is yet to be published, publication acceptance letter has to be included.
- No dues certificate
- Letter from the candidate with necessary recommendations from the Supervisor and Co-Supervisor
- Sealed cover with the panel of the Examiners (12) names as per the guidelines given in section 18, as recommended by the Supervisor and Co-Supervisor with their signatures to evaluate the Ph.D thesis.
- Photo copies of Pre-Ph.D & Credit course examinations, Completion of Audit courses, Certificate from the Supervisor for completion of Residential Requirement.
- Photostat copy of examination fee receipt for processing the thesis.

16. Evaluation of Ph.D Thesis

Director of Evaluation has to submit the panel of Examiners to the Vice-Chancellor to select five Examiners on priority. **The Vice-Chancellor is empowered to modify the Examiners in the panel recommended by the Supervisor and Co-Supervisor as per the recommendations of constituted committee / by himself with his experiences.**

Director of Evaluation will be sending synopsis reports to the first three Examiners recommended by the Vice-Chancellor. If any of the Examiners, does not accept the thesis evaluation, then fourth/fifth Examiner will be considered by the Director of Evaluation, as recommended by the Vice-Chancellor.

Thesis will be communicated to the Examiners by the Director of Evaluation, upon receiving the acceptance to evaluate the thesis, in response to the synopsis reports received by them.

Director of Evaluation has to continuously remind the Examiners (once in every month), about the evaluation reports only after three months from the date of dispatch of thesis.

Examiner has to give the recommendations in the following aspects.

- i) Outline the main features of the thesis
- ii) Critically to evaluate the thesis and send a report on the thesis in not less than 500 words
- iii) Evaluation of the thesis on a scale of 100 points
- iv) Make one of the four following definite recommendations:
 - The thesis attains the required standard for the award of the Ph.D degree.
 - The thesis requires revision and re-submission to the Research Review Committee (RRC)
 - The thesis requires the revision and re-submission for re-evaluation by the same Examiner
 - The thesis is rejected.

After receiving the three Examiner's reports, the thesis will be accepted / rejected / revised/sent to the 4th/ 5th Examiner, as per the following norms.

Recommendation of Examiners			Decision
1	2	3	4
Accept	Accept	Accept	Accept
Revise	Revise	Revise	Revise
Reject	Reject	Reject	Reject
Accept	Accept	Revise	Revise
Accept	Revise	Revise	Revise
Accept	Accept	Reject	Send to 4 th Examiner
Accept	Reject	Reject	Reject
Accept	Revise	Reject	Send to 4 th Examiner
Revise	Revise	Reject	Send to 4 th Examiner
Revise	Reject	Reject	Reject

- If one Examiner rejects the thesis (after following the procedure in the Table), the comments made by the Examiner should be forwarded to the Supervisor /Co-Supervisor and to candidate, (without disclosing the Examiners names) for their justification/clarification. After receiving their justification / clarification, the Viva-Voce examination may be conducted.
- If the two Examiners reject the thesis, the candidate shall revise and re-submit it within one year, which will be sent for evaluation to the same Examiners who had rejected it. If the two Examiners reject it again, the thesis is summarily rejected. If the thesis is accepted at the second time, the Viva-Voce will be conducted.
- The thesis shall be summarily rejected if all the three Examiners reject it.
- Candidate has to revise the Ph.D thesis within six months as per the recommendations of the Examiner(s), in case of the revision recommended by the Examiners. In such case, the recommended suggestions and modifications are to be incorporated by the candidate and review report is required by the RRC members. In case the RRC members do not satisfy with the revision, the thesis will be rejected.

17. Examination fee

An amount of Rs. 10,000/- (US \$ 500 equivalent rupees) has to be paid as an examination fee for Ph.D thesis evaluation by the candidate. The copies of all the fee receipts also have to be submitted by the candidate along with thesis copies.

18. Preparation of Thesis

Candidate has to prepare the thesis within two months after the Synopsis seminar. The candidate has to submit the synopsis report and thesis as per the following guidelines.

- A4 size Executive Bond, 100 GSM paper
- Laser printout of the thesis should be with following margins
 - 1.5” spacing – Left margin (Before binding)
 - 1.0” spacing – Right margin
 - 1.0” spacing – Top margin
 - 1.0” spacing – Bottom margin
- All page numbers should be on bottom right corner
- The entire thesis should be with Times New Roman font
- Font sizes:

Chapter Headings	16 font (with Bold)
Side Headings	14 font (with Bold)
Side Sub-Headings	12 font (with Bold)
Running text	12 font (without Bold)
- All Table and Figure captions Only at the bottom of
Table / Figure with 12 font (with Bold)
- All References should be sequentially numbered and ordered as per Alphabetic order of Author's name (But not initial)
- All References should be given either in IEEE / ASME / ASCE format
- Chapter numbers (like, Chapter 1), Side Headings Number (1.1), Side sub Headings Number (1.1.1) may be mentioned.
- Line spacing to be 1.5”/ Paragraph spacing to be 1.5”
- Thesis is to be written in Latex format / pdf format. (Soft copy to be submitted in both MS word, as well in Latex / pdf format)
- Inclusion of Research papers having impact factor is mandatory, at the end of the thesis.
- List of Figures, List of Tables, and List of symbols may be included.

- Chapters, viz., Introduction, Literature survey, Minimum Three Contributory chapters, Conclusions are recommended
- Reference numbers to be included in the Text [].
- Chapter captions to be included in every chapter on top left corner of the paper.
- All Mathematical equations and symbols, to be in Italic form
- The Title cover, Certificate, and Contents, to be in the prescribed format. (Annexure 8)
- Binding: The dissertation / thesis shall be properly bound, using hard cover of Maroon Colour with Gold Colour Letters. The contents of Title cover may printed on the Hard cover. Two separate blank papers may be provided at the beginning and at the end of the thesis.

Refer **Annexure 8** for specimen copy of the Thesis and other important pages.

19. Criteria for the Examiners

Panel of Examiners for Ph.D thesis may be recommended by the Supervisor & Co-Supervisor in a sealed cover, and submitted along with Ph.D theses, Synopsis copies, and other documents as per the details given in submission requirements. The panel of Examiners is as per the following guidelines.

- **Minimum twelve Examiners** have to be recommended by the Supervisor and Co-Supervisor.
- Out of them, three Examiners are from reputed premier institutes, viz., IITs'/IIMs'/IISc/ISI, Kolkata, etc., three Examiners are from NITs'/ Central Universities, etc., three Examiners are from State Universities (outside Andhra Pradesh, including National Research Centres), and three Examiners are from Andhra Pradesh state Universities.
- Recommended Examiners should be experts in the area of specialization

Vice-Chancellor is authorized to change the Examiners, if the panel of Examiners recommended by the Supervisor is not satisfactory / not as per the guidelines. BOS Chairperson may prepare the list of experts in each specialization as

per the required research publications and expertise, and may be made available to Vice-Chancellor.

20. Viva-Voce examination

Evaluation reports and list of internal and external Examiners to conduct the Viva-Voce, have to be forwarded to the Director (R & D) from the Director of Evaluation, to enable the Director (R &D) to arrange for the conduct the Viva-Voce examination. Director of Evaluation has to finalize the Examiner for Viva-Voce examination, as per the recommendation of the Vice-Chancellor.

Director (R & D) should ensure the following

- Viva-Voce examination date is to be fixed in consultation with internal and external Examiners
- All questions are answered and necessary modifications in the thesis are done by the candidate in consultation with Supervisor/Co-Supervisor
- Viva-Voce is to be conducted only in the presence of Internal and external Supervisors. However, the presentation of the thesis may be allowed in the presence of interested faculty and candidates.
- Candidate has to submit the corrected copy of thesis and answers to the Examiners questions are to be submitted to the Directorate (R & D).
- In case the Examiners who accepted the thesis are not available for the conduct of the Viva-Voce examination, the Vice-Chancellor may nominate another Examiner from the original panel of Examiners
- The Board of Examiners shall jointly report the candidate's work as "Satisfactory / Not Satisfactory".
- If the Board reports "Not Satisfactory", the candidate shall appear again for the Viva-Voce examination after three months. If he / she fails to get a "Satisfactory" report even at the second Viva-Voce examination, he / she shall not be eligible for the award of the Ph.D examination.
- Upon successful completion of the Viva-Voce examination, and on consideration of the reports of the individual Examiners, the Vice-Chancellor may approve the announcement of the award of the provisional Ph.D Degree to the candidate. The award of the Degree shall be confirmed by the Executive council of the University.

21. Ph.D awarding procedure with Gazette Notification

Notification for the issue of Ph .D degree has to be released by the Registrar/ Director of Evaluation of the University, with the approval of Vice-Chancellor, and to be communicated to Examiners, Supervisor/Co-Supervisor, RRC members, Principal of the Constituent colleges for necessary information to all the Heads of the Departments, Secretary to the Vice-Chancellor, Rector, Registrar & all Directors.

The prescribed format of the notification is available in the **Annexure Nos. 9 & 10**, this information may be communicated to the Government Gazette for publication, in prescribed format.

Following the successful completion of the evaluation process and announcement of the award of Ph.D., the University shall submit a softcopy of the Ph.D thesis to the UGC within a period of 30 days, for hosting the same on INFLIBNET, accessible to all institutions / Universities. Along with declaration of the Ph.D. the University/Institution shall issue a Provisional Certificate certifying to the effect that the Degree has been awarded in accordance with the provisions of the Regulations of the University Grants Commission.

22. Cancellation of Ph.D admission

If the candidate is not interested to continue Ph.D programme, after getting admission, the candidate may discontinue the work, and inform the Directorate through proper channel with the recommendation of Supervisor and Co-Supervisor. Candidate has to pay the entire fee as per the fee structure till the year of cancellation (including year of cancellation). Director (R&D) will return all the certificates available with the Directorate with requisition made by the candidate. However, any publications, which are outcome out his /her research, should be published, with the affiliation to this University.

23. Best Ph.D thesis award and Guidelines

Notification will be issued by the University in the website to invite the nominations to get the award of Best Ph.D thesis. Format for the notification and application are given in **Annexures 11 & 12**. Two Gold medals will be issued, viz., JNTUK Gold medal for the Best Ph.D thesis in Sciences, Pharmacy, Management and Related Areas, JNTUK Gold medal for the Best Ph.D thesis in Engineering and Related Areas. Nominations will be scrutinized and

best thesis in each category will be identified by the expert members, constituted by the Vice-Chancellor, based on the areas of thesis work. Best Ph.D thesis awardees' will be given the Gold medals in the University convocation.

24. Information to Research scholars

Information pertaining to the Research scholars will be communicated only through JNTU Kakinada website. From the Admission to Award of the degree, all the necessary formats, guidelines and information pertaining to Research Review meetings, will be made available only in JNTU Kakinada, website. No personnel communication will be conveyed to the candidates / Supervisors/Co-Supervisors.

25. National Journal of Engineering, Science and Technology forum

University is contemplating to start University Journal, viz., National Journal of Engineering, Science and Technology to promote the quality research publications. All the Research scholars are advised to enroll as the members of the forum.

26. Other important formats

Enclosed

Annexure -1

Enrollment form for the Supervisor /Co-Supervisor

1. Name :

2. Address with E-mail and Mobile Nos. :

Official Address :

Permanent Address :

3. Nationality :

4. Religion :

5. Date of Birth :

6. Educational Qualification :
(from UG onwards)



S. No.	Qualification	University/Institute	Specialization	Other remarks

7. Details of Doctoral Thesis :

Area of Thesis work :

Title of Thesis :

Supervisor :

Year of Completion work :

Year of award of Ph.D :

8. Professional Experience :

S. No.	Institute / Organization	Position held	Date of joining	Duration

9. Research projects completed as Coordinator :

S. No.	Title of the Project	Funding agency	Sanctioned amount and Year of Sanction	Duration of the project	Present status

10. Research Experience :

(A) Ph.D scholars guided :

S.No.	Name of the Research Scholar	Title of the Thesis	Year of Award of Ph.D	University /Institute who has awarded the degree	Supervisor/ Co-Supervisor

(B) Ph.D scholars presently working :

S.No.	Name of the Research Scholar	Area of the work	Year of Registration	Registered University /Institute	Supervisor/ Co-Supervisor

(C) Number of Publications :

S. No	Status of Journal	During Ph.D programme	After Ph.D programme
1	International Journals		
2	National Journals		
3	International Conferences		
4	National Conferences		

(D) List of Publications (Only in IEEE/ASME/ASCE format) :

(Please mention impact factor)

International Journals

National Journals

International Conferences

National Conferences

(E) Patents Applied :

S. No.	Title of the Patent	Agency to which application is made	Year of application

(F) Patents Received :

S. No.	Title of the Patent	Agency which has awarded the patent	Year

11. Areas of research interests :

12. Awards :

13. Text Books authored :

14. Membership in Professional organizations :

15. Other information (if any)

Declaration

I hereby declare that the information furnished is true to the best of my knowledge and belief.

Signature

Date:

Station:

Annexure – 2

Notification

Admission to Full time / External Ph.D Programmes - 2012

Advt No. JNTUK/Full time/External Ph.D / Admns/2012.

Dated.

Applications are invited for admission to the Full time / External Ph.D Research Programmes in Major areas of Engineering, Science, English, and Management at JNT University Kakinada.

Application form and other details can be downloaded from JNTU Kakinada website <http://www.jntuk.edu.in> . Filled in Application form with required certificates and a crossed Demand Draft for an amount of Rs.1,000/- (in case of SC/ST candidates Rs.500/-) in favour of “The Registrar, JNT University Kakinada” payable at Kakinada dated not earlier than drawn on any Nationalized bank should reach “The Director, Admissions, JNTU Kakinada, Kakinada – 533 003” on or before

Director (Admissions)



Jawaharlal Nehru Technological University Kakinada
Kakinada – 533 003, Andhra Pradesh

Affix latest
passport size
photo attested
by Gazetted
Officer

Application form for Admission to Full time/External
Ph.D Research programmes – 2013 -14

(Last date for Receipt of Applications is)

Details of Demand Draft for Full time and External Research programmes is Rs. 1,000/- (in case of SC/ST candidates Rs. 500/-) in favour of “The Registrar, JNT University, Kakinada” payable at Kakinada.

Demand Draft No.	Date	Bank	Amount Rs.

Please (√) in the appropriate box

External Ph.D	Full time Ph.D

Department (s) for which applying for

(in case of Inter-disciplinary research, mention two/more Departments, otherwise one department)

Area of Research

--

Place of Research (Only for External Research scholars)

University Department	
University recognized Research centre	
Government R&D organization	
Affiliated Institute (*)	
Others (Specify)	

(*) Affiliated to which University

Details of the Candidate

1. Name (in Block letters) :

2. Father's / Husband's Name :

3. Address with E-mail and Mobile No. :

Permanent :

Present :

4. Date of Birth :

(Enclose X class certificate copy as a proof)

Date	Month	Year

5. Category :

Please (√) in the appropriate box

OC	BC-A	BC-B	BC-C	BC-D	BC-E	SC	ST

6. Details of Academic Qualifications (starting from X or SSC) :

(Enclose all attested copies of the certificates)

Qualification/ Examination	Specialization	College/School where studied	University/ Board	Year of Passing with division	Aggregate Percentage

7. Details of Employment :

(in case of External Research scholars)

Name of Employer / Organization	Designation	Duration of Employment		Nature of duties	Regular/Ratified/ Temporary appointment
		From	To		

8. Name, Designation and Address of the Supervisor* :
(Requested by the candidate)
- E-mail :
- Mobile :
9. Enrolled as Supervisor in University : Yes/No
- If Yes, Enrollment Number :
- If No, submit the application in enclosed format
10. Name, Designation and Address of the Co-Supervisor* :
(Requested by the candidate)
- E-mail :
- Mobile :
11. Enrolled as Co-Supervisor in University : Yes/No
- If Yes, Enrollment Number :
- If No, submit the application in enclosed format
12. Facilities available at the place of work/employment :
(Please attach a separate sheet of paper attested by the relevant authority, in case of external candidates only)

Declaration

I shall abide by the Academic Regulations of the JNT University Kakinada. The particulars furnished above are correct and complete.

Date:

Place:

Signature of the Candidate

(*The allotment of Supervisor/ Co-Supervisor is done by the University only, candidate's Request may or may not be approved. Acceptance of Supervisor should be submitted as per proforma given).

For External Research Programme

Concurrence of the proposed Supervisor / Co-Supervisor (on a separate letter head with signature& Seal)

Supervisor (Proforma): **(For External Ph.D. candidate)**

Acceptance of Supervisor
(should be typed on letter head)

I, Dr....., have done my Ph.D. in the area of
from the department of of.....(Name of the
Institute/Univesity). My present work of research is proceeding in the same area/ areas of
..... and I am working aswith following research
facilities
I am accepting to supervise Mr. /Ms. working as
at in this area.

Signature:
Name:
Designation:
Seal:

Acceptance of Co-Supervisor
(Only if the Supervisor is outside JNTUK)
(should be typed on letter head)

I, Dr....., have done my Ph.D. in the area of
from the department of of.....(Name of the
Institute/Univesity). My present work of research is proceeding in the same area/ areas of
..... and I am working aswith following research
facilities
I am accepting to be as a Co-Supervisor to Mr. /Ms. working as
.....at in this area, who is working under the supervision of
.....

Signature:
Name:
Designation:
Seal:

“No Objection Certificate”
(For External Ph.D. Candidates)

(To be issued by the Head of the Organization of Place of work/ employment of the candidate)

Mr / Ms will be permitted to pursue the proposed Research work for the Ph.D. Degree of the JNT University Kakinada by making use of the available facilities in this organization and permit the University faculty/Research review members, periodically to monitor and assess the work of the candidate.

Date:

Signature & Designation

Place:

(with seal of the Office)

Proforma of the Bio-data of Supervisor /Co-Supervisor

Enrollment form for the Supervisor /Co-Supervisor

1. Name :

2. Address with E-mail and Mobile Nos. :

Official Address :

Permanent Address :

3. Nationality :

4. Religion :

5. Date of Birth :

6. Educational Qualification :
(from UG onwards)

Affix latest
passport size
photo attested by
Gazetted Officer

S. No.	Qualification	University/Institute	Specialization	Other remarks

7. Details of Doctoral Thesis :

Area of Thesis work :

Title of Thesis :

Supervisor :

Year of Completion work :

Year of award of Ph.D :

8. Professional Experience :

S. No.	Institute / Organization	Position held	Date of joining	Duration

9. Research projects completed as Coordinator :

S. No.	Title of the Project	Funding agency	Sanctioned amount and Year of Sanction	Duration of the project	Present status

10. Research Experience :

(E) Ph.D scholars guided :

S.No.	Name of the Research Scholar	Title of the Thesis	Year of Award of Ph.D	University /Institute who has awarded the degree	Supervisor/ Co-Supervisor

(F) Ph.D scholars presently working :

S.No.	Name of the Research Scholar	Area of the work	Year of Registration	Registered University /Institute	Supervisor/ Co-Supervisor

(G) Number of Publications :

S. No	Status of Journal	During Ph.D programme	After Ph.D programme
1	International Journals		
2	National Journals		
3	International Conferences		
4	National Conferences		

(H) List of Publications (Only in IEEE/ASME/ASCE format) :

(Please mention impact factor)

International Journals

National Journals

International Conferences

National Conferences

(E) Patents Applied :

S. No.	Title of the Patent	Agency to which application is made	Year of application

(F) Patents Received :

S. No.	Title of the Patent	Agency which has awarded the patent	Year

11. Areas of research interests :

12. Awards :

13. Text Books authored :

14. Membership in Professional organizations :

15. Other information (if any)

Declaration

I hereby declare that the information furnished is true to the best of my knowledge and belief.

Signature

Date:

Station:

Original

Hall Ticket

Jawaharlal Nehru Technological University Kakinada, A.P

Entrance Test for Admission to Full Time /External Research Programme-2012

Faculty in which Admission for full Time Ph.D. /
External Ph.D. is sought:

Hall Ticket

Centre of Examination: JNT University, Kakinada

Date of Examination:

Time:

(to be filled by the candidate)

Name of the Candidate:

Father's/Husband's Name:

Identification Marks: 1)
2)

Affix latest
passport size
photo attested by
Gazetted Officer

Signature of Candidate

Director (Admissions)
JNT University Kakinada

Duplicate

Hall Ticket

Jawaharlal Nehru Technological University Kakinada, A.P

Entrance Test for Admission to Full Time /External Research Programme-2012

Faculty in which Admission for full Time Ph.D. /
External Ph.D. is sought:

Hall Ticket

Centre of Examination: JNT University, Kakinada, Kakinada-003

Date of Examination:

Time:

(to be filled by the candidate)

Name of the Candidate:

Father's/Husband's Name:

Identification Marks: 1)
2)

Affix latest
passport size
photo attested by
Gazetted Officer

Signature of Candidate

Director (Admissions)
JNT University Kakinada

Instructions with original Hall Ticket

1. Candidate will not be permitted after the commencement of examination and not allowed to leave the hall until the end of the examination.
2. The Hall_Ticket shall be produced at the time of examination, failing which the candidate will not be allowed to appear for the examination.
3. Answers must be in OMR sheet with HB pencil
4. The Hall Ticket shall be preserved till the time of Admission- without which the candidate is not eligible for admission.
5. No travelling expenses will be paid for journey undertaken for appearing for the Entrance Examination.
6. Adoption of any kind of unfair means at the time of examination or taking part in any act of impersonation will render applicant liable for cancelation of his/her script and forfeiture of his/her claim for appearing for the examination. Decision of the Chief Superintendent of the Examination Centre shall be final in all these matters.
7. Issue of Hall Ticket and appearance at the Entrance Examination does not automatically entitle a candidate for admission.
8. Mathematical Tables, Calculators, Pagers, Mobile Phones, and any other electronic gadgets are not allowed into the Examination Hall.



JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY: KAKINADA
KAKINADA-533003, Andhra Pradesh (India)
(Established by A.P. Govt. Act No.30 of 2008)

Guidelines for recognizing Research Centres

Jawaharlal Nehru Technological University Kakinada, Kakinada has been established in the year 2008 after quadrifcating the Jawaharlal Nehru Technological University Hyderabad. In order to encourage and develop research culture, the University recognizes the affiliated institutions, Private R & D organizations, and Govt. Organizations as Research Centres.

Research personnel working in various departments of these organizations will be eligible to supervise the research scholars who have interest to register/ have registered in JNT University Kakinada. They are eligible to use the research facilities available in this University, with prior permission from the competent authority.

The guidelines for recognizing organizations/institutions as research centres are as follows.

(A) For Affiliated Colleges of JNTU Kakinada

1. The individual department of any affiliated institution, (recognized by AICTE) which are affiliated to JNT University, Kakinada, should be accredited by NBA, and should have a minimum of 6 years of existence.
2. Individual departments of Institutions should have all the research facilities, viz., Equipment, Software, and Library facilities. The equipment, software, and Library facilities available in the concerned department of affiliated institution, seeking for recognition as research centre should be updated from time to time and the minimum expenditure for updating the same should be at least 10 lakhs during the last two years.
3. Institutions / Departments seeking the recognition as research centres to various departments should offer Post-Graduate programmes in the area of discipline concerned for more than two years

4. Inter-disciplinary research is encouraged, if the faculty and facilities offered by the concerned participating departments satisfy the guidelines.
5. Individual Departments from Academic Institution, seeking the recognition as research centre should have Faculty members, who are active in research and should have worked in the departments concerned during the last two years. They should have minimum three research publications in high quality refereed National and International journals with impact factor.
6. At least two regular (ratified) faculty members should possess Ph. D in the departments concerned and should have involved in research actively.
7. Any retired teacher working in research centre of affiliated institution should have the maximum age as 70 years to act as supervisor to the research student.
8. A minimum of six peer reviewed journals should be subscribed and atleast three years of back volumes should be available in the concerned departments.
9. Departments from various Institutions having research projects (ongoing/completed) from Industries/funding agencies will be given priority in recognizing them as research centres.
10. Departments having research personnel to supervise the research are encouraged to consider the research problems related to Industry R&D problems, with necessary funding from Industries/Government funding agencies.
11. There is no financial support to the research centre by the University. The fee collected from the research students will be retained by the University.
12. Research proposals submitted by research centres for necessary financial assistance to R&D organizations/Govt. funding agencies, should include 5% of total fund as overhead charges to this University and such fund should be remitted to the University.
13. Faculty members working in the institutions satisfying the above criteria, may supervise the research scholars, as sole supervisor / with another co-supervisor.

Departments from Affiliated Institutions having interest to be recognized as Research centres may please fill in the application in the format given and send a demand draft for **Rs.50,000/-** in favour of the Registrar, JNT University Kakinada.

Separate applications should be submitted from different departments from the same Institute with necessary fee. A team of experts will be constituted by the University in the discipline concerned to study and verify the facilities and recommend for recognition of research centre by the University.

(B) For Affiliated Colleges of Other Universities.

Any research centre recognized by the respective Universities satisfying the above mentioned criteria is also permitting the research scholars admitted in JNTU Kakinada for carrying out research work in respective institutions, having research supervisors from their institutions.

(C) For Private / Government R & D organizations.

JNTUK will permit the candidates for carrying out their research work in any private / Government R & D organization satisfying the following criteria.

1. Private R&D organizations/Government Organizations should have minimum of Rupees one Crore budget for R & D activities exclusively with at least two qualified research personnel and having ten publications in refereed International journals, during the last three years.
2. Private R & D organizations recognized as research centre should get the recognition renewed for every two years by paying requisite fee.
3. Departments from various organizations having research projects (ongoing/completed) from other Industries/funding agencies will be given priority, in recognizing them as research centre.
4. Industries / R&D organizations having research personnel to supervise the research are encouraged to consider the research problems related to Industry R&D problems, with necessary funding from Industries / Government funding agencies.
5. There is no financial support to the research centre by the University. The fee collected from the research students will be retained by the University.
6. Research proposals submitted by research centres for necessary financial assistance to R&D organizations / Govt. funding agencies, should include 5% of total fund as overhead charges to this University and such fund should be remitted to the University.
7. Faculty members working in the institutions satisfying the above criteria may supervise the research scholars, as sole supervisor / with another co-supervisor.

Format for
Application for Recognition as Research Centre

Application is from <Name of the Department> of < Name of the Institute>

1. Name of the Institute :
2. Address with E-mail & Mobile Numbers :
3. Head of the Institute :
(Brief Bio-data with achievements may be included)
4. Research Achievements of the Institute (Brief report):
(during last three years)
5. AICTE / UGC Recognition No. and date :
6. Affiliating University with Address & Mobile No. :
7. (a) Permanent Affiliation/ Temporary Affiliation :
(b) NBA Accredited Department :
 If so number of years, it is accredited :
(c) Autonomous status by UGC :
8. Details of Permanent Affiliation, viz., Period of
Affiliation with effect from :
9. Department/Discipline for which Recognition
as Research Centre required :
10. Name, Qualification, and Achievements of Head of the Department:
(Brief Bio-data may be included)
11. List of the faculty members with Qualifications and Experience :

S. No.	Name with Designation	Qualification	Experience	Regular / Ratified/Not ratified

12. List of the Research publications of the faculty from the department seeking Recognition as Research Centre
(as per the IEEE/ASME / ASCE journal format):

- i. National Journals:
- ii. International Journals:
- iii. National Conferences:
- iv. International Conferences:

13. Details of Patents applied from the Department :

S. No.	Title of the Patent	Agency to which application is made	Year of application

14. Details of Patents Received by the Department :

S. No.	Title of the Patent	Agency which has awarded the patent	Year

15. Details of Available Equipment, Software worth more than 2 Lakhs

S. No.	Equipment / Software	Cost in Rs. (lakhs)	Utilization

16. Equipment/Software procured during the last two years for updating the laboratory :

S. No.	Equipment / Software	Cost in Rs. (lakhs)	Utilization

8. Library facilities/ Internet facilities available:

- i. List of Journals procured pertaining to the department:
- ii. List of Journals procured pertaining to the department during the last two years

iii. Details of Books :
Titles: Volumes:

iv. Internet facility:

9. Post Graduate Courses offered by the Department:

10. Research Projects executed by the Department funded by DST/AICTE/UGC etc.:

11. Details of Research Projects presently available with the Department funded by DST/AICTE/UGC etc.:

12. Research students available with the faculty working in the Institute as co-supervisor and areas of work:

13. Industrial consultancy details during the last two years:

i. Industries for which consultancy is provided:

ii. Major consultancy problems solved during the last two years:

iii. Amount earned/year

14. Details of Industry Research problems working out by the department presently:

15. Any other Information relevant to this application :

16. Details of the Demand Draft :

(in favour of the Registrar, JNT University, Kakinada)

Bank	Draft No.	Date	Amount

Signature with seal
Head of Department

Signature with seal
Head of the Institute

Format for
Application for Recognition as Research Centre
Government R & D organizations (or) Industries,
Private R & D organizations (or) Industries only

1. Name of the Organization :
2. Address with E-mail & Mobile Numbers :
3. Head of the Organization :
(Brief Bio-data with achievements may be included)
4. Research Achievements of the Organization (Brief report) :
(during last three years)
5. Government Organization / Public sector /
Semi - Government/Private organization :
6. Department for which Recognition
as Research Centre is sought :
7. Name, Qualification, and Achievements of Head of the Department:
(Brief Bio-data may be included)
8. List of the Scientists / Research personnel with Qualifications and Experience :

S. No.	Name with Designation	Qualification	Experience	Regular / Temporary

9. List of the Research publications of the scientists from the department seeking
Recognition as Research Centre
(as per the IEEE/ASME / ASCE journal format):
 - i. National Journals :
 - ii. International Journals :
 - iii. National Conferences :
 - iv. International Conferences :

10. Details of Patents applied from the Department :

S. No.	Title of the Patent	Agency to which application is made	Year of application

11. Details of Patents Received by the Department :

S. No.	Title of the Patent	Agency which has awarded the patent	Year

12. Details of Available Equipment, Software worth more than 5 Lakhs

S. No.	Equipment / Software	Cost in Rs. (lakhs)	Utilization

13. Equipment/Software procured during the last two years for updating the laboratory :

S. No.	Equipment / Software	Cost in Rs. (lakhs)	Utilization

14. Library facilities/ Internet facilities available :

- i. List of Journals procured pertaining to the department :
- ii. List of Journals procured pertaining to the department during the last two years :
- iii. Details of Books :
Titles: Volumes :
- iv. Internet facility :

15. Collaboration with any Premier Institutes, viz., IITs', NITs', and State / Central Universities etc. :

16. Details of Industry – Institute Interaction and its achievements :

17. Major Research Projects ongoing / executed by the Department funded by External agencies :

18. Research students available with the Scientists working
in the Department and areas of work :

19. Details of ongoing Research problems :

20. Total Budget for research activity
:

21. Details of Research activity during the last two years :

22. Any other information relevant to this Application
:

23. Details of the Demand Draft
:
(in favour of the Registrar, JNT University, Kakinada)

Bank	Draft No.	Date	Amount

Signature with seal
Head of Department

Signature with seal
Head of the Organization

Annexure -4

Application for Extension of time for Ph.D

1. Name of Candidate :
2. Address with E-mail and Mobile No. :
 - a. Permanent Address :
 - b. Temporary Address :
3. Discipline :
4. Year of Admission (Attach Admission letter) :
5. Supervisor Name and Address :
6. Co-Supervisor Name and Address :
7. Area of Research work :
8. Course work completion certificate : Enclosed - (Yes/No)
9. Residential Requirement certificate : Enclosed – (Yes/No)
10. Pre-Ph.D completion certificate : Enclosed – (Yes/No)
11. Marks memos : Enclosed – (Yes/No)
12. Particulars of Fee Paid (enclosed Xerox copies of fee receipts)

S. No.	Academic Year	DD No. with Date Drawn on	Amount paid

13. Research Review Meetings Attended (List the Attended Dates):

14. Publications (Related to research work only) :
(Only in IEEE Journal format / ASME format)

- International Journals
- National Journals
- International Conferences
- National Conferences

15. Details of the Research work contributed (till to-date) :

16. Details of Research work pending :

17. Extension of time requested :

18. Permissions sanctioned for Change of Area / Change of Supervisor/
Change of Co-Supervisor :
(Proceedings may be enclosed)

19. Approval and Recommendations from the Supervisor/Co-Supervisor:

To be filled by the University Officials:

- i. Research Review Committee Comments :
- ii. BOS Chairman Comments
- iii. Extension time as per the request of the Candidate: Sanctioned / Not Sanctioned.

Annexure -5

Application for Change of Area

1. Name of the Research Scholar :
2. Address with Tel.No. & mail.id :
3. Hall Ticket No & Date of Admission :
4. Copy of Admission Letter to be enclosed: Yes/No
5. (a) Name of the Research Program : Ph.D
6. (b)Department in which Candidate Registered:
7. Name of the Supervisor with Designation, Address,Tel.No.,mail-id:
8. Name of the Co-Supervisor with Designation, Address,Tel.No.,mail-id:
9. Name of the Present Area (at the time of Registration) :
10. Brief Details of progress of Research Work :

(Attach separate sheet bulleting the works done and quantum/percentage of work done so for – the sheet to be signed by the Candidate, Supervisor, Co-Supervisor): Yes/No

11. Name of the proposed Area :
12. Reasons for Change of Area:

Declaration

I hereby understand that any further request for change of Area will not be permitted by the University and further that a change of research Area entails a one year delay in the submission of the thesis effective from the date of change.

Date: _____ Signature of the Research Scholar

Accepted for change of Area

(Signature of the Supervisor with seal)

(Signature of Co-Supervisor with Seal)

Note: Two separate Hard copies of all the enclosures must be submitted

Annexure – 6

Application for change of Supervisor / Co-Supervisor

1. Name of the Research Scholar :
2. Address with Tel.No. & mail.id :
3. Hall Ticket No & Date of Admission :
4. Copy of Admission Letter to be enclosed: Yes/No
5. (a) Name of the Research Program : Ph.D
(b) Department in which Candidate Registered:
6. Name of the Present Supervisor/Co-Supervisor with Designation, Address, Tel.No., mail-id:
7. Name of the New(Proposed) Supervisor/New(Proposed) Co-Supervisor with Designation, Address, Tel.No., mail-id:
8. Brief Details of progress of Research Work :
(attach separate sheet bulleting the works done and quantum/percentage of work done so far – the sheet to be signed by the present & Proposed Supervisor, Present & Proposed Co-Supervisor) : Yes/No
9. Reasons for Change of Supervisor/Co-Supervisor
a) from the Research Scholar

b) Reasons and Comments from Supervisor/Co-Supervisor duly Signed, with Seal & Date.
10. Enclosed the Bio-data of the New Supervisor/Co-Supervisor with all relevant documents (as prescribed at the time of admission to Research Program) : Yes/No

Declaration

I hereby accept to work under the New Supervisor/Co-Supervisor and I understand that any further request for change of Supervisor/Co-Supervisor will not be permitted by the university.

Date

Signature of the Research Scholar

I have no objection for change of Supervisor

(Signature of Present Supervisor)

I accept to act as Supervisor

(Signature of New Supervisor)

I have no objection for change of Co-Supervisor

(Signature of Present co- Supervisor)

I accept to act as Co-Supervisor

(Signature of New Co-Supervisor)

Note: 1) A candidate can have only one Supervisor and one Co-Supervisor.
2) Details of Items 8 and 9 Must be Submitted on Separate sheets.
3) Two separate Hard copies of all the enclosures must be submitted.

Annexure - 7

Anti-Plagiarism Requirements:

Each Scholar, whose performance is rated as Satisfactory in Course work, residential requirements, and Pre-Ph.D requirements, and satisfactory report in Pre-talk, has to submit a Soft-copy –CD in MS word /word perfect/pdf/post script/plain text/html/rtf), format of his/her Thesis to R&D Cell, for Plagiarism check.

Please mention the following details on the CD.....

- Name of the Candidate, H.T. No., Supervisor & Co-Supervisor
- Department & Year of Admission
- Contact Address, E-mail ID and Contact Number of the Candidate, Supervisor & Co Supervisor

Enclosures:

- A covering letter duly signed by the Supervisor & Co-Supervisor with seal.
- Admission letter should be enclosed
- Colloquium Report Should be enclosed
- Permission letters of the following, if any:
 - Extension of Time.
 - Change of Title/ Topic.
 - Change of Supervisor / Co-Supervisor.
- Copy of Pre-Ph.D Marks Memo.
- Pre-talk report by RRC
- 20MB file size limit: It is preferable to have ENTIRE SOFT COPY of thesis in one file (**cover page to references**) only. If the thesis is more than 20MB, the thesis is to be divided into two files, such that each is less than 20MB.
- For more details about antiplagirism software, please visit www.turnitin.com
- Anti-Plagiarism Check Criterion/ Acceptability < 30% match.

Annexure - 8

The specimen copy of the Title cover is as follows

<Title of the Thesis in Times New Roman, Font size: 18>

A Thesis

submitted in the partial fulfillment of the requirements for

the award of the degree of

Doctor of Philosophy

in

Faculty of <Name of the Discipline>

by

< Name of the Candidate>

(Roll No.....)

under the supervision of

< Names and Designations of the
Supervisor and Co-Supervisor>



Directorate of Research and Development
Jawaharlal Nehru Technological University Kakinada
Kakinada – 533 003, Andhra Pradesh, India

<Month, Year>

General Outline of first few pages

- **First two pages are blank pages**
- **Third Page**

Declaration

The Thesis entitled “ <Title of the Thesis> ” is a record of bonafide work carried out by me, submitted in partial fulfillment for the award of Ph.D in < Name of the Discipline> to the Jawaharlal Nehru Technological University Kakinada. The results embodied in this thesis have not been submitted to any other University or Institute for the award of any degree or diploma.

Signature of the Candidate
with Address

- **Fourth Page**

Certificate

This is to certify that the thesis/dissertation entitled “ <Title of the Thesis> ” is being submitted by Mr./Mrs./Ms. <Name of the candidate> in partial fulfillment for the award of Ph.D in < Name of the Discipline> to the Jawaharlal Nehru Technological University Kakinada is a record of bonafide work carried out by him/her under our guidance and supervision.

The results embodied in this thesis have not been submitted to any other University or Institute for the award of any degree or diploma.

Signature of the Co-Supervisor
Name and Designation
with seal

Signature of the Supervisor
Name and Designation
with seal

- **Fifth Page**

The fifth page should contain a certificate signed by the Head /Director of Organization/Institution in the following format

Certificate

This is to certify that the thesis/dissertation entitled “<Title of the Thesis> ” is being submitted by Mr./Mrs./Ms. <Name of the candidate> in partial fulfillment for the award of Ph.D in < Name of the Discipline> to the Jawaharlal Nehru Technological University Kakinada is a record of bonafide work carried out by him/her at our Organization/Institution.

Signature of Head/Director of the Organization/ Institution

Name and Designation with seal

- **Sixth Page**

Acknowledgements may be included in the sixth page

- **Seventh Page**

The seventh page may contain an abstract of the Dissertation/Thesis. The candidate may emphasize here his/her contributions. The reader/reviewer should be able to understand the gist of the work in the abstract itself, without having to go into the main body of the text. In short, the abstract should be stand alone and self explanatory of the entire work.

- **Eighth and Ninth pages and may extended to the Next page also**

In these pages the candidate must provide a table of contents, viz., List of tables, List of figures, List of symbols (Notations), Chapter wise contents, References etc. with starting Page Nos. of each item.

All the above pages (from Third page to Ninth page) should be numbered only in Roman numerals, of lower case and the rest of the thesis should have English numeral numbers.

Number of Pages

In case the number of pages in the thesis exceeds 250, the candidate should get it printed on both sides of paper.

Arrangements of Chapters

The following is suggested format for arranging the Thesis matter into various chapters. However this arrangement can be changed to suit the particular Research work.

1. Introduction
2. Literature Survey
3. Theoretical Analysis
4. Experimental Investigations
5. Experimental Results
6. Discussion of Results
7. Summary, Conclusion and Recommendations
(Original Contribution to be Highlighted)
8. Reference/bibliography
9. Appendices (if any)

The Arrangement of paragraph in a Chapter

Each topic Title in a chapter should be properly numbered for example: 2.1, 2.2 etc., (Bold and Upper case) where, the first digit represents the Chapter number, and second digit, the topic Title number.

Sub-topic titles, if any, may be indicated as 1.1.1,1.1.2, etc.(Bold and title case) i.e .the representing the chapter, the second representing the topic title and the third representing the sub-topic title.

Photographs and Tables:

The photographs and tables occurring in a chapter may be serially numbered as Fig: 1.1, 1.2 etc., along with suitable CAPTION where the first digit represents the chapter, the second digit represents figure number.

The photograph may be represented as: plate 1.1, 1.2 etc., the first representing chapter and the second representing the photograph number.

Graphs:

The graph should clearly indicate the points which are used for drawing the curve or curves along with error bars. The axes (X,Y and Z) should have CAPTIONS.

Bibliography or References:

All references should be arranged in IEEE/ASME/ASCE format.

Annexure -9

Award of Research Degree in < Name of the discipline>

It is hereby notified that the Vice-Chancellor having considered the reports of the following Examiners:

- 1.
- 2.
- 3.

Appointed to adjudicated and report on the thesis entitled:

“< Title of the Thesis>”

and also on the recommendation of the following Examiners who conducted the Viva-Voce Examination.

1. < Address of the Internal Examiner>
2. <Address of the External Examiner>

is pleased to order that <Name of the Student> be declared qualified for the degree of doctor of philosophy (PhD) in <Name of the Discipline>.

Date of submission of thesis:

(By order)

University office :

Kakinada :

Dated:

Sd/-
Registrar

Forwarded to the candidate <Name and Address of the Candidate> With the information that out of the Eight copies of the thesis submitted by him one copy is curtained for reference in the university library.

Registrar

Copy to the Secretary to the vice-chancellor., JNTUK, Kakinada for informing to Hon'ble Vice-Chancellor

Copy to the Rector

Copy to the All Directors

Copy to the above Members of Viva-Voce Examiners

Copy to the Examiners

Copy to the Member, Board of Studies of < Name of the Discipline>

Copy to the All RRC members

Copy to the Principal, of UCEK

Copy to the Principal, of UCEV

Copy to the Head of the Department of concerned discipline
Copy to the Librarian, Association of Indian Universities., New Delhi.
Copy to the Librarian,
Copy to the Public Relations Officer

Annexure -10

Award of Research Degree in < Name of the Discipline>

It is hereby notified that the Vice-Chancellor on the recommendation of the Board of Examiners is pleased to order that < Name of the candidate> declared qualified for the degree of doctor of philosophy (Ph.D) in <Name of the discipline> on the thesis entitled <Title of the Thesis>.

(By order)

University office :

Kakinada :

Dated :

Sd/-

Register

Forwarded to the Director of Stationery and printing Andhra Pradesh central press, Hyderabad.(A.P) for favor of publication in the next issue of the Andhra Pradesh Gazetteer and supplying this office with six spare copies or notification

Register

25 Copies to the Public Relations Officer, JNT University Kakinada, Kakinada for arranging publication in all news papers as news' item in their dailies free of charge.

Copies to the managers' of (1) U.N.I., and (2) P.T.I.

Annexure - 11
Nominations invited for Best Ph.D thesis award

JNTUK R&D Cell Invites Nominations for the TWO Best Ph.D. Thesis Awards (TWO GOLD MEDALS) from eligible scholars, who have received their Ph.D. Provisional Certificates - during, in the format prescribed below. The filled formats must be submitted to the Director, R&D Cell, JNTUK, Kakinada - 533 003 AP, on or

NOTE :

- Recipients of Ph.D. Provisional Certificates for the period mentioned above, may submit – Two hard copies and one soft copy (on a CD) of their nomination formats, inclusive of all the Annexures, as specified in the Format.
- Only those Scholars - (i) who have submitted their Ph.D. Thesis within six years (from their date of registration), and (ii) whose Thesis was not subjected for ‘resubmission’ by Thesis Adjudicators/Examiners (due to any reason), need to apply.
- Scholar’s International Journal Publications (related to Ph.D. work), Confirmed Patent Awards (related to Ph.D. work), Thesis Adjudicators/ Examiners’ Reports/Comments etc. will be given due considerations in the evaluation process. All claims made with reference to the Nomination Format must be properly supported with **Proofs of Approvals/Acceptances**, failing which they will not be considered.
 - The Best Ph.D. Thesis Award will be in the form of a **GOLD MEDAL** - ONE for Engineering and Related Areas , viz., Civil, CSE, ECE, EEE, Mech., etc), and one in Sciences & Related areas, viz., Chemistry, HSS, Management Science, Mathematics, Pharmacy, and Physics etc., The Gold Medals may be awarded during the JNTUK Convocation.

Annexure - 12

Nomination Format for the Best Ph.D. Thesis Awards

For the year

Two Gold medals in

JNTUK Gold medal for the Best Ph.D thesis in Sciences and Related Areas

JNTUK Gold medal for the Best Ph.D thesis in Engineering and Related Areas

1. Name of the Scholar :
2. Present Designation and Official Address :
3. Tel. No., Cell No., e-mail id :
4. Educational Qualifications (starting with Bachelor's Degree) :

Degree Obtained	Study Period & Year of obtainment	Institute/ Universtiy	Subjects/ Fields of Specialization	Grade/ % of Marks

5. Date of Registration for Ph.D. at JNTUK and Admn. No. (Enclose copy of Admission. Letter) :
6. Department :
7. Category (Full-Time/ Part-Time) :
8. Date of Submission of Thesis :

9. Title of the Thesis* :
10. Date of conduct of Ph.D. Viva :
11. Date of Award of Provisional Certificate :
12. Name, Designation and Contact Address, Cell No., Mail-id of
 - Research Supervisor :
 - Co-Supervisor, if any :
13. Has there been any Resubmission of the Ph.D. Thesis (as suggested by Examiner/Adjudicator) : Yes/No
14. Nature of Research Contributions (as related to Ph.D. Thesis only) :
15. Type of Research Work ...
Theoretical/Experimental/Simulation/Software/Applied research
16. Research/ Any other (please mention)
17. Is it sponsored research work : Yes / No
(if yes, please add details on separate sheet)
18. List of Patents Acquired :
(enclose certified copies)
19. List of Patents Applied for :
(enclose copies of applications, and
20. Support documents, if they are being processed)
21. Number & Complete List of Technical :
Publications in peer-reviewed International/ National Journals
(Strictly as per format)

(please attach complete copies of papers as Published in the Journals with page Nos)

List of Publications (within the Research Period only)

S.No.	Names of All the Authors (in the same order as in publication)	Journal Name	Year & Month of Publication	Vol. No., Issue No., and pg.nos.	Title	Citation Index/ Impact Factor
International Journals :						
National Journals :						

22. Any significant Product output or Prototype output :
23. Any Technology Transfer/ Production Benefit/ Commercialization etc. :
24. Presentations in International Conferences if any (please include complete lists of technical papers, venue, year and append copy of the paper as published in the Proceedings)
25. Any Awards /Prizes / Accomplishments (enclose details and evidence) :
26. Any other information related to your Ph.D. Work/Thesis :

NOTE: 1) No claims will be considered, unless they are fully supported with evidence/proof/ certification.

2) No correspondence will be entertained after the submission of the Nomination Form.

Station:
Date :

Signature of the Scholar
with present Designation

(*)Also enclose copies of first 3 pages of your Ph.D. Thesis – Title Page, Supervisor & Co-Supervisor’s Signature Page, Certificate from Organization if any

Other Import formats

**To
The Director
R&D, JNTUK
Kakinada.**

Dated:

Sir,

Sub : Application for issue of original certificate (s) - Reg
(Before Completion of course)

1. Name of the Scholar :
2. Course Studied :
3. Roll No./H.T.No :
4. Copy of admission letter should be enclosed:
5. Photo identification copy should be enclosed Purpose of requirement :
a) Course discontinuation (Enclose Guide's Approval with seal)
6. Temporary purpose (purpose and valid proof of requirement should be enclosed)
Purpose:
7. All fee paid (particulars should be enclosed):
8. Date for return of originals
to be mentioned (short time only) :
9. E-mail ID & Telephone number
with STD Code/mobile No. :
10. Address for communication :

Candidate signature

Signature of Supervisor
with seal

Signature of Co-Supervisor
with seal

Dated:

**To
The Director
R&D, JNTUK
Kakinada.**

Sir,

Sub: Application for issue of original certificate (s) - reg
(After receiving Provisional Certificate)

1. Name of the Scholar :
2. Course Studied :
3. Roll No./H.T.No :
4. Photo Identification Copy to be Enclosed :
5. Purpose of Requirement a) On completion of Ph.D.
(Enclose Attested copy of provisional certificate)
6. All Tuition fee paid receipt copies should
be enclosed :
7. E-mail ID & Telephone Number
with STD code/mobile No. :
8. Address for communication :
9. Name of the Supervisor with Designation :
10. Name of the Co-Supervisor with Designation :

Candidate Signature.

Application for Re-submission of Thesis/Dissertation for PhD Courses

1. Name of the Candidate
(Block Letters) :
2. Course Studying/Roll No :
3. Designation and Name & Address
of the Organization :
4. Address for Correspondence :
5. Land Line, Telephone & Mobile No :
6. E mail Address :
7. No. of Thesis copies enclosed :

Certified that modifications have been done as per the suggestions and remarks of the Examiner (s) and the thesis is revised for Re-submission.

Station:

Signature of the Candidate

Date:

Counter signed by the Supervisor
with stamp

Counter signed by the Co-Supervisor
with stamp

To
The Director
R&D, JNTUK
Kakinada.

Dated:

Sir,

Sub: JNTUK-R&D Cell – Tuition Fee Payment Ph.D –Requested – Reg.

1. Name of the Scholar :
2. Father's Name :
3. Roll No./H.T.No :
4. Faculty/Department Studying :
 - i Period of Payment of Tuition Fee:
 - ii Year Pertaining :
5. DD No: Date: Bank Name

Ph.D Admission Letter Xerox Copy to be compulsory enclosed

6. Copies of Previously Paid all Tuition Fee Receipts should be enclosed
7. Photo identification proof Xerox copy should be enclosed
8. The mode of payment of DD from any Nationalized Bank sent by post (speed Post/Registered Post/Courier service, the above document and self addressed stamped envelope with appropriate postal stamp must be enclosed)
9. a) E-mail ID :
b) Telephone Number with STD code/mobile Number
c) Communication Address:

Candidate Signature

Note:1) Mode of Payment of Tuition fee should be DD from and Nationalized Banks only in favor of Registrar, JNTUK, Kakinada.

2) Last Date of Payment of Tuition fee for the coming academic year is on or before 31st –July of every year.

Registration for Ph.D in every Academic year

External/Full time Discipline

H.T.No./Roll No.

Name of candidate (in Block letters)

Father's Name:

Date of Admission:

Address for Communication with Mobile No. & E-mail:

Photo attested by
the Supervisor

Name and Address of the Supervisor:
(with Designation)

Phone:

Mobile:

E mail:

Name and Address of the Co-Supervisor:
(with Designation)

Phone:

Mobile:

Email:

Department/Specialization:

Area of Specialization (Research Area)

Name of the Bank:

DD No:

Date:

Amount:

Note:

I hereby declare that all the entries made by me in this application are true to the best of my knowledge and belief.

Place:

Date:

Signature of the Candidate.

I accept the student to continue the registration as the work progress is satisfactory.

Signature of the Co-Supervisor

Signature of the Supervisor

Note: Admission letter is to be enclosed in every year during registration.

To
The Director
R&D, JNTUK
Kakinada.

Dated :

Sir,

Subject : Requesting for arranging the Pre-talk – reg.

I have been admitted for Ph.D in the < Name of the Discipline> and working under the guidance of < Name of the Supervisor> and < Name of the Co-Supervisor>. I hereby submit the application as per the prescribed format and request you to arrange the pre-talk before the Research Review Committee members. I am enclosing herewith six synopsis reports for distributing them to RRC members. Further, I will be submitting the finalized synopsis reports along with thesis submission, after incorporating the suggestions of the RRC members in pre-talk.

With best regards,

Yours sincerely

(Name of the Candidate with H.T. No.)

Address with Mobile No. and E-Mail address:

Recommended for arranging the Pre-talk

Signature of Supervisor

(Name and Address of the Supervisor, with E-mail and Mobile)

Signature of Co-Supervisor

(Name and Address of the Co-Supervisor, with E-mail and Mobile)

Requisition for arranging the Pre-talk

1. Name of the Candidate :
2. Address with Mobile No. and E-Mail :
3. Year of Admission :
4. Details of Residential requirement, Course work,
and Pre-Ph.D (Enclose all necessary documents) :
5. Fee paid in every academic year :
6. Discipline :
7. Area of Research :
8. Details of RRC meetings attended :
9. Number of Synopsis reports submitted :
10. Name and Address of Supervisor
(with E-mail and Mobile) :
11. Name and Address of Co-Supervisor
(with E-mail and Mobile) :
12. Institute / Organization, where, Research work executed :
13. Recommendations of Supervisor /Co-Supervisor to submit the
synopsis report and arrange for the pre-talk :



**Directorate of Research & Development
Jawaharlal Nehru Technological University Kakinada
Kakinada – 533 003, Andhra Pradesh**

Research Review Committee Recommendations
(Date of RRC meeting.....)

1. Name of the Candidate :
2. Address with Mobile No. and E-Mail :
3. Year of Admission :
4. Discipline :
5. Area of Research :
6. Details of RRC meetings attended :
7. Name and Address of Supervisor
(with E-mail and Mobile) :
8. Name and Address of Co-Supervisor
(with E-mail and Mobile) :
9. Institute / Organization, where, Research work executed :
10. List of RRC members with their Addresses :
11. Nature of the Work (Analytical / Experimental/Simulation/
Applied research/Software/Any other) :
12. Progress of the Research :
13. Recommendations/ Remarks of RRC members
(Use reverse side of the page) :

Signatures of Supervisor /Co-Supervisor

Signatures of the other RRC members.