



# ASSAM UNIVERSITY: SILCHAR

## NOTIFICATION

As per the resolution of 119<sup>th</sup> meeting of the Executive Council, dtd. 05/06/2018 (vide No. EC:119:05-18:35), the Regulation for implementation of Assam University Ordinance on MPhil and PhD Degrees, 2017 is hereby notified for information of all concerned.

The Regulation placed at Annexure-1.

This is issued with the approval of the Vice Chancellor.



(Dr. Sanjib Bhattacharjee)  
Registrar

No. AURW-13/02R/14/2013

Date: 24/08/2018

Copy for information & necessary action to:

1. Vice Chancellor, Assam University for his kind information.
2. The Pro-Vice-Chancellor, AUGC for kind information.
3. The Controller of Examinations, AUS for information.
4. All Dean of Schools, AUS for information.
5. All Heads of PG Depts, AUS/AUGC for information.
6. Director, Computer Centre, AUS for upload the notification in the AU website.
7. Guard File.



(Manoj Kumar De)  
Deputy Registrar (Res)

REGULATION FOR IMPLEMENTATION OF  
ASSAM UNIVERSITY ORDINANCE ON  
M.PHIL AND PH.D DEGREES, 2017

**1. No Objection Certificate (NOC) and Leave Sanction Order (LSO) for in-service applicants (Ref. Clause 11.2) :**

In-service candidates should submit No Objection Certificate (NOC) from the employer in prescribed format (**Form 1**) *at the time of admission interview*. The candidates those who are not exempted from Course Work, should submit the Leave Sanction Order (LSO) to the department *within three months* from the date of admission.

**2. Ph.D. admission for candidates pending M.Phil. degree award (Ref. Clause 3.3):**

Candidates whose M.Phil. Dissertation has been evaluated but viva-voce is pending, and is willing to apply for Ph.D. admission, should submit a certificate obtained from COE (in **Form 2**) in this regard to DRC at the time of admission interview.

**3. Information of Research Scholars:**

Within a week of completion of admission process for research programs, the department shall send the course wise list of admitted candidates to Academic Section (Research Cell) with the following details:

Name of the Candidate :  
Name of Legal Guardian :  
Permanent Address :  
Email ID :  
Phone No. :  
Category : GEN/SC/ST/OBC  
Sub Category (if any):  
Date of admission :  
Topic of Research :  
Whether pursuing the course Full Time/Part time :  
Name and designation of the Supervisor :  
Name and designation of the Co-Supervisor, (if any) :  
Names of RAC members :

A file should be maintained corresponding to each research scholar in the department.

**4. Unique Enrolment Number (Ref. Clause 5.8) :**

On receipt of details of admitted candidates in M.Phil./Ph.D. program, Academic Section (Research Cell) will allot a 10 digit unique enrolment no. to each candidate in the following

Format :

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Course Code                      Year of Admission                      Running No.

Ph.D. – 01  
M.Phil.- 02

Date of Admission

D	D	M	M	Y	Y	Y	Y
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**5. Uploading information related to Research Scholars on university website (Ref. Clause 5.8):**

On receipt of the information (mentioned in pt. 3) from the departments regarding students admitted to the research program of the university, the Academic Section (Research Cell) shall upload the information on the university website within one month of the date of admission in the following format. The registered title and the date of title registration shall be updated as and when the information reaches the Academic Section (Research Cell) after approval of the BRS.

Sl No	Faculty	Department	Name of the scholar	Unique enrollment No With date of admission	Mode of PhD Part time/Full time	Research topic	Name of Supervisor	Name of Co-Supervisor (if Any)	Date of title registration	Likely date of completion	Availing fellowship	Funding agency for fellowship

**6. Course Work (Ref. Clause 7) :**

- (i) Course Work Classes will commence from February 1<sup>st</sup> of each calendar year.
- (ii) Regular Course Work Examination will be held in July and Arrear examination will be conducted in January every year.
- (iii) Applicants who have obtained M.Phil. degree and have passed four paper Course Work with 55% or equivalent grade seeking exemption from Ph.D. Course work shall apply to DRC through RAC in **Form 3**. The DRC will communicate its decision to the candidate within one month from the date of admission (with copy to RAC and COE) after obtaining required approval of the Dean of the concerned School. (Ref. Clause 7.5).
- (iv) Teachers of Assam University and its affiliated Colleges, who are entitled for exemption from attending regular Course Work classes, shall apply to DRC through RAC for availing the exemption. They shall submit a copy of No Objection Certificate (NOC) from the competent authority (submitted during admission) and a certificate from DRC on exemption from attending Course Work classes along with Course Work Examination form. Concerned RAC will decide regarding assignments in each paper in lieu of classes and will also evaluate them.
- (v) In-service candidates other than teachers of Assam University and its affiliated colleges should submit a copy of **Leave Sanction Order (LSO)** for the duration of Course Work from the competent authority and a copy of No Objection Certificate (NOC) in prescribed format along with the Course Work Examination Form.
- (vi) To appear in Course Work Examination, the application should be made in prescribed format (**Form 4**) along with necessary documents.
- (vii) A candidate has to obtain minimum 55% marks in aggregate and a minimum of 50% in each paper or its equivalent grade to qualify in Course Work Examination for being eligible to continue in the research programme. However-
  - a) A candidate failing to obtain qualifying marks in any paper in first semester of the program can appear in the concerned paper(s) as arrear only in the second semester.
  - b) A candidate obtaining qualifying marks in individual papers but having shortage in aggregate in first semester may choose to repeat any of the theory paper(s) in the following semester. The paper may be selected from those where he/she has less than 55% marks.

- c) The candidate has also the option to surrender all the marks of the previous examination and appear in the examination again.
- d) A candidate will have to clear all the papers within initial two semesters, failing which the admission will stand cancelled.
- e) There shall be no provision for re-evaluation for Course Work Examination.

**7. Research Advisory Committee (Ref. Clause 8) :**

- (i) At least four members must remain present in any RAC meeting including Head and Supervisor.
- (ii) In case of long leave, lien, resignation, demise etc. of a member of RAC, HOD may appoint a replacement on the recommendation of the Supervisor. Such changes may be intimated to the concerned authorities.
- (iii) At a given point of time, there will be five (5) members in a RAC.
- (iv) Six-monthly Progress Reports should be submitted in prescribed format (**Form 5**).

**8. Adoption of Co-supervisor (Ref. Clause 6.2) :**

For adopting a person as co-supervisor for a Ph.D. Candidate, the supervisor may send a proposal after discussion in RAC to BRS through DRC along with a copy of bio-data and consent letter of the prospective co-supervisor. After BRS approval, this data shall be updated by the Academic Section (Research Cell) in the research student database maintained in the University website.

**9. Title Registration (Ref. Clause 10.2) :**

On successful completion of Course Work, (i.e. declaration of Course Work results), a candidate should apply for Title Registration within twelve months in prescribed Format (**Form 6a** for M.Phil. and **Form 6b** for Ph.D.) in duplicate following the procedure described in Ordinance.

In case of candidates who are exempted from Ph.D. Course Work, the twelve (12) months period should be counted from the date of admission.

**10. Submission of Panel of Examiners (Ref. Clause 10.6.3, 6.4 and 6.6) :**

Panel of Examiners should be submitted in the prescribed format (**Form 7**) - for M.Phil. at the time of Title Registration and for Ph.D. at least one year prior to pre-submission by supervisor through RAC to the Chairperson, BRS.

**11. Change of Title (Ref. Clause 10.3) :**

Application in prescribed format (**Form 8**) should be sent to BRS on recommendation of RAC through DRC & relevant statutory bodies. Once approved by BRS, this data shall be uploaded in the website by Academic Section (Research Cell).

**12. Extension of Time (Ref. Clause 4) :**

Application in prescribed format (**Form 9**) should be made **at least three months prior** to the date of expiry of the normal duration on recommendation of RAC to BRS through DRC.

**13. Pre-Submission (Ref. Clause 10.4 & 10.5):**

An application in plain paper is to be submitted by the scholar to supervisor requesting for presentation of pre-submission seminar after completing at least two and half years from the date of admission in case of Ph.D., and ten months from date of qualifying the Course Work, in

case of M.Phil. (**Refer Clause 10.5**). The report of the seminar should be prepared in **Form 10 A**. Within two weeks from the date of successful presentation, the scholar has to submit an abstract of his/her dissertation / thesis (within 2500 words) along with duly filled pre-submission form (**Form 10 B**) and fees to the Department. The RAC should ensure the validity of submitted panel before allowing a student to present the pre-submission seminar.

If a candidate fails to submit his/her thesis within six months of submission of **Form 10.B** (Pre-submission form), the whole pre-submission procedure shall have to be repeated provided it is within the allowed duration of the course.

#### **14 Thesis Submission (Ref. Clause 10):**

##### **(i) Guidelines for the submission of PhD Thesis / Dissertation :**

- (a) Duly filled **Form 11 A and 11 B** should be submitted along with the thesis.
- (b) Thesis shall be printed on both side of A-4 size paper with a margin of at least 3 cm from all sides (excluding binding space) size paper with double spacing. Final hard bound (rexin or cloth) copy shall have to be printed in 100 GSM Bond paper. The title of the thesis shall be printed on the spine along with year of award.
- (c) Each Ph.D. thesis must contain two certificates i.e. Certificate of Originality and Student Approval Form (**Form-11.C & 11.D**), with other necessary enclosure.
- (d) The PhD thesis should contain a certificate of Similarity Index duly signed by the Librarian, AUS (**Form 11.G**).
- (e) The supervisor should certify for exclusion of self-published work in **Form 11.F**.
- (f) The soft copy of the thesis must be submitted to the Examination Branch in specified media (i.e. non-re-writable CD/DVD) in the specified formats (separate chapters in Open Office/MS Office Document/pdf Format) along with the hard copies of the thesis. The Supervisor must authenticate the CDs submitted by the students and submit a verification form, enlisting and checking each requirement (**Form 11.E**). Soft copy should be exact replica of the print version.
- (g) The PhD Thesis will also contain a Metadata form (**as given in Form 11.H**) provided by the University Library.
- (h) Thesis should include copy of all publications out of the thesis work. Thesis should not contain material from a publication, which has been shared with another Ph.D. student.

##### **(ii) Guidelines for Plagiarism Check**

1. The following guidelines must be adhered to for submitting the Plagiarism reports generated by the anti Plagiarism software at the time of Ph.D. thesis submission:
2. The Ph.D. thesis must undergo a Plagiarism check by the anti Plagiarism software recommended by the University from time to time.
3. The exclusion at the time of performing the check should be limited to the followings:
  - a. Quotes
  - b. Bibliography
  - c. Phrases
  - d. Small matches upto 10 words
  - e. Small similarity less than 10%
  - f. Mathematical formula
  - g. Name of the Institutions, Departments, etc.

4. Regarding the self Plagiarism or cases where the published work of the student is shown as Plagiarism in the check, a certificate (Plagiarism Self Exclusion certificate) has to be issued by the supervisor specifying and attaching the articles that have been published by the student from the thesis work. Only these articles should be excluded from the check. No other article of the Supervisor or the student should be excluded from the check. This will be for reference of the library which will perform the final check.
5. The final plagiarism check from the library is essential so that the correct report is submitted at the time of thesis submission.
6. The Central Library will issue the final certificate of Plagiarism Check/Similarity Index (Plagiarism Verification Certificate), certifying and authenticating the check performed by the student/department. This certificate has to be submitted to the Examination Branch at the time of submission of the thesis.

**(iii) Embargo to Open Access for Digital version of Ph.D. thesis of Assam University, Silchar**

*(In case of Patent Filing or Some other Technical Reasons)*

There is a uniform two year embargo on Ph.D. thesis of the University to be uploaded on the INFLIBNET–Shodhganga Repository for open access. The period of two years will be counted from the date of submission of thesis.

In case any student wants to put his/her thesis in Open Access immediately or wants to change the duration, he/she should inform the INFLIBNET through the Student Approval Form.

- (iv) Thesis submission certificate will be issued by the Controller of Examinations within three working days of thesis submission (**Form 12**).

**15. Provisional Certificate (Ref. Clause 12.2) :**

On receipt of hard bound copy of the thesis within fifteen days after successful completion of viva-voce, COE will seek approval of the Vice-Chancellor for awarding the degree. Provisional Certificate from COE's end will be issued after receiving the approval.



**NO OBJECTION CERTIFICATE**

For pursuing M.Phil / Ph.D. Course of Assam University, Silchar

Name of the Candidate : .....

Address with Mobile No. and email ID : .....

.....

.....

. Department / Institution / Organisation where working: .....

.....

Post Held : .....

NOC issued for the period : From ..... to .....

**CERTIFICATE**

Certified that .....  
**is a regular employee since** ..... **The Department** has No Objection in his/her  
undergoing research programme in the Assam University, Silchar. In case of his selection for  
the research programme he/ she would be granted six month leave for attending course  
work classes (Feb-July, .....).

Date :

(Signature)

Place :

(with seal)





**ASSAM UNIVERSITY, SILCHAR**

CERTIFICATE OF M.PHIL. DISSERTATION EVALUATION

Certified that the M.Phil. Dissertation submitted by

Ms /Mr.....  
Department of ..... **under**  
Supervision of .....  
on the research topic .....  
.....  
.....has  
been evaluated and positive reports have been received.

As per the provision of AU Ordinance, he/she may be considered for the admission to Ph.D. programme of the University.

Date :

Controller of Examinations  
Assam University, Silchar



ASSAM UNIVERSITY

(A Central University established by Act No. 23 of 1989)
SILCHAR - 788011 (ASSAM)

Affix latest passport size photograph duly attested by the Head of the University Department

APPLICATION FORM FOR GETTING EXEMPTION FROM PH.D. COURSE WORK

A. Name of the Department : .....

B. Tick (✓) the box whichever is applicable for you.

Full time Part time

If part time Scholar, please state:

Teacher of AU Department/ affiliated college / permitted college.

Teacher in college/ university other than AU.

Scientist/ Professional.

C. Do you belong to Scheduled Caste (SC) or Scheduled Tribe (ST), OBC or Person with Disability (PWD) category (Enclose documentary evidence in support of your claim)

SC ST OBC PWD

D. Assam University Registration No.: .....Year of registration .....

1. Name of the candidate. .... (in block letters).

2. Mother's name : .....

3. Father's name: .....

4. Date of Birth .....

5. Sex: Male Female Others

6. Permanent Address : .....

With PIN, Phone (Mobile No.) and Email ID : .....

7. Present Address:

8. (a) Nationality:..... (b) Religion: ..... (Copy of Visa should be enclosed in case of foreign candidate)

9. Unique Enrolment No. & Date of admission

Grid for Unique Enrolment No. & Date of admission

Grid for Date of Admission (D, M, Y, Y, Y, Y)

Date of Admission

10. Details of M.Phil.

a) University/Institution .....

b) Subject .....

c) Title .....

d) Date of award of degree .....

e) Marks obtained in coursework

Paper I	Paper II	Paper III	Paper IV	Total marks	Marks obtained	%/Grade

11. Whether previously / presently employed? Yes | No |

If yes, (i) Name of the Employer

.....  
(Copy of No Objection Certificate should be enclosed)

16. Title of the proposed research work (in block letters) .....

.....

17. (a) Name and designation of the Supervisor: .....

.....

(b) Name and designation of the Co-supervisor (if any): .....

.....

18. Details of the fee paid vide receipt No..... Dt.....

Particulars	Amount	Receipt No	Date
Admission			
Annual fees for the year .....			
Annual fees for the year .....			
Other fees if any			

19. Whether previously or currently registered in any Ph.D. Program in AU or any other university

Yes | No |

If so, give the details .....

I hereby declare that I have already qualified coursework as per the UGC regulations 2016 from Assam University Silchar, with 55% of marks and required credit points / with equivalent grade.

As per the provisions of the AUS Ordinance on M.Phil. and Ph.D. Degrees, 2017, I may be exempted from Ph.D. course work.

Date :.....

Signature of the candidate

**RECOMMENDATION OF THE RAC**

Certified that Ms/Mr. ....

has qualified course work as per the UGC regulations 2016 from Assam University Silchar, with 55% of marks and required credit points / with equivalent grade.

The RAC has recommended him/ her for granting exemption from Ph.D. course work.

Date:.....

Signature of the HOD / Chairperson, DRC

**RECOMMENDATION OF THE DEAN**

Ms./Mr. ....

meets the requirements as laid down in the AUS Ordinance for the M.Phil and Ph.D. Degrees, 2017 and therefore she/he is granted exemption from Ph.D. course work.

Date: .....

DEAN

School of .....

**IMPORTANT INSTRUCTIONS TO CANDIDATE**

- A. All entries must be in the candidates own handwriting.
- B. The form should be duly filled in and complete in all respects.
- C. Put tick (✓) mark wherever applicable.
- D. The form should be submitted as per instruction of the concerned authorities.
- E. The form should be accompanied by attested/ self attested copies of all the relevant documents.
- F. Application should be submitted in triplicate within 7 days from the date of admission.



ASSAM UNIVERSITY, SILCHAR, ASSAM (INDIA)  
APPLICATION FORM  
Course Work Examination,.....

Paste a  
Passport Size  
Photograph  
here (do not  
staple)

Examination \_\_\_\_\_  
Department \_\_\_\_\_  
Roll \_\_\_\_\_ No. \_\_\_\_\_  
- (To be filled by the Office)

**PARTICULARS TO BE FILLED UP BY THE CANDIDATE**

- Name of the Candidate in **BLOCK LETTERS** only : \_\_\_\_\_  
(As recorded in the **HSLC Certificate / AU Registration Certificate**)
- Name of the course pursuing (M.Phil/Ph.D.) \_\_\_\_\_
- Name of the Exam Centre : **SILCHAR** | **DIPHU CAMPUS** | Put tick (✓) mark wherever applicable.
- Are you enrolled for any academic course of AUS / any other University? If yes, give details, \_\_\_\_\_  
\_\_\_\_\_
- Registration no. \_\_\_\_\_ of \_\_\_\_\_
- Father's/Guardian's Name \_\_\_\_\_
- Mother's Name \_\_\_\_\_
- Date of Birth \_\_\_\_\_ 9. Nationality \_\_\_\_\_ 10. Religion \_\_\_\_\_  
(As per Board/ University Record)
- Category : General | SC | ST | OBC | PWD | 12. Sex : Male | Female | Others |  
(Please Put Tick (✓) mark)
- Permanent Address : \_\_\_\_\_  
\_\_\_\_\_
- Date of Admission in M.Phil./Ph.D. Programme \_\_\_\_\_ in the Department of \_\_\_\_\_
- Course(s) to be appeared

General Papers		Arrear Papers	
Course/Paper No.	Course/ Paper Name	Course/Paper No.	Course/Paper Name

- Reference of Course Work Examination (If appeared earlier) \_\_\_\_\_  
Examination \_\_\_\_\_  
Result \_\_\_\_\_

Place \_\_\_\_\_  
Date \_\_\_\_\_

**Signature of the Candidate**

**INSTRUCTIONS**

- Candidate should submit filled in Examination form downloaded from University Website (to be printed in both side of Legal size paper).
- Candidate must enclose the following documents along with application form.
  - HSLC Marksheet/ Certificate/admit card.
  - Certificates/ Marksheets of Academic Qualifications
  - Certificate/ Marksheet of the Last examination passed
  - AU Registration Certificate
  - Gap Certificate (if any)
  - Fee receipt of examination fees which includes centre fee and Marksheet fee.

Incomplete Application will be Summarily Rejected

To,  
The Controller of Examinations, Assam University, Silchar

Through the Dean, School of \_\_\_\_\_  
Assam University, Silchar.

Sir,  
I wish to appear for the ensuing Course Work Examination for M.Phil/Ph.D. Course to be held in the month of \_\_\_\_\_  
20..... The fee receipt is enclosed herewith.

I testify that, to the best of my knowledge and belief all the statements made by me are true and correct. If any of the statements made in the application is incorrect in the opinion of the authority of the University or I have in any way contravened the provision of the University Rules and Regulation relating to the Examination my application shall be liable to be cancelled by the authority of the University at any time.

If I fail to submit Migration Certificate within the stipulated time, my result will not be published.

Signature in full .....

Correspondence address: .....

.....

Date .....

Phone no. ....

Pin: 

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**LAST EXAMINATION PASSED**

Name of the Examination	Name of the University	Roll/ No.	Year of Pass

**CERTIFICATE**

Certified that the above named candidate has fulfilled all the eligibility criteria to appear for the above examination and that he /she has

(i) Completed the assignments of the Course Work.

Paper	Particulars	Credit Earned
501		
502		
503		
504		

- (ii) Satisfied the stipulation regarding attendance.
- (iii) Submitted N.O.C and Leave Sanction Order from the employer (Copy must be enclosed)
- (iv) Document exempting from course work classes.
- (v) Paid the prescribed examination fees & other dues.

Nothing is known against his/her conduct and character which debars him/her from appearing in the examination.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Signature of the Head of the Deptt.**  
(Seal)

Forwarded the application form of Course Work Examination, 20.....in respect of .....  
.....of..... Department along with the copies of  
requisite documents for necessary permission to sit at the ensuing Course Work Examination.

Place \_\_\_\_\_ Date \_\_\_\_\_

**Signature of the Dean of the School**  
(Seal)

To  
The Controller of Examinations Assam  
University, Silchar



# ASSAM UNIVERSITY, SILCHAR

## PROGRESS REPORT

- 1. Name : .....
- 2. Unique Enrolment No. : .....
- 3. Date of Admission : .....
- 4. Department : .....
- 5. Whether Part time / Full time : .....
- 6. Topic / Title (if registered) : .....
- .....
- .....
- 7. Name and Designation of Supervisor : .....
- 8. Name and Designation of Co-supervisor (if any) : .....
- 9. Period of Report : From ..... To .....
- 10. No. of working days during the Report : .....
- 11. No. of days attended : .....
- 12. Date of the RAC Meeting : .....
- 13. Brief comment of RAC :

Certified that the candidate is a fulltime /part-time scholar. He/She is attending the department as per the provisions of the AU Ordinance. His/her overall performance is satisfactory.

**Signature of RAC Members :**

- 1. .... (Supervisor)
- 2. .... (Head of the Department)
- 3.
- 4.
- 5.

**FORM 6A**



*Affix latest passport size photograph duly attested by the Head of the University Department*

**ASSAM UNIVERSITY**  
(A Central University established by Act No. 23 of 1989)  
**SILCHAR – 788011 (ASSAM)**

APPLICATION FORM FOR TITLE REGISTRATION FOR M.PHIL. DEGREE

- A. SUBMITTED TO THE DEPARTMENT OF .....
  - B. Do you belong to Scheduled Caste (SC) or Scheduled Tribe (ST), OBC or Person with Disability (PWD) category (Enclose documentary evidence in support of your claim)
- Tick(✓) the box whichever is applicable for you.
- SC    ST    OBC    PWD
- C. Assam University Registration No.: ..... Year of registration .....

[No case would be processed without AUS Registration No.]

- 1. Name of the candidate .....  
(in block letters)
- 2. **Mother's name** : .....
- 3. **Father's name**: .....
- 4. Date of Birth .....
- 5. Sex :            Male            Female            Others
- 6. Title of the proposed research work (in block letters) .....

.....  
(Synopsis, Approx 1000 words, on proposed research topic to be enclosed)

- 7. Unique Enrolment No.
- |             |  |  |                   |  |  |  |             |  |  |  |
|-------------|--|--|-------------------|--|--|--|-------------|--|--|--|
|             |  |  |                   |  |  |  |             |  |  |  |
| Course Code |  |  | Year of Admission |  |  |  | Running No. |  |  |  |

D	D	M	M	Y	Y	Y	Y
Date of Admission							

- 8. Length of time completed from passing the Course Work .....
- 9. Details of Course Work
  - a) University/Institution .....
  - b) Subject .....
  - c) Date of qualifying the exam .....

d) Marks obtained in coursework

Paper I	Paper II	Paper III	Paper IV	Total Marks	Marks obtained	%/ Grade

10. Permanent Address (in full) .....  
 With PIN, Phone (Mobile No.) and Email ID.

.....  
 .....

11. Present Address: .....

.....  
 .....

11. (a) Nationality:..... (b) Religion: .....  
 (Copy of visa should be enclosed in case of foreign candidate)

13. Details of the Examination passed: (Enclose documentary evidence for the entries in these columns)

Name of the Examination	Board/ University	Year of Passing	Subject(s)	Marks Obtained	Maximum Marks	% Grade	Remark
HSLC/Equivalent Examination of 10 <sup>th</sup> level							
HS/Equivalent Examination of 10+2 level							
Bachelor degree/ Equivalent degree							
Master degree							
Any other degree							

14. If there is any gap/ discontinuity in studies, state the reason(s) along with relevant documentary evidence.....

15. Name and address of institution from where you have passed the qualifying examination:  
 .....

16. Whether previously / presently employed?                      Yes                      No  
 If yes, (i) Name of the Employer .....  
 (Copy of No Objection Certificate, and Leave Sanction Order should be enclosed)



17. Subject and field of specialization at Post-Graduation: .....
- .....
18. Publication (if any).....  
(attach separate sheets, if necessary)
19. Name and designation of the Supervisor: .....
20. Details of the fee paid

Particulars	Amount	Receipt No	Date
Admission fee			
Coursework exam fee			
Annual fee for the year .....			
Annual fee for the year .....			
Other fees if any			

21. Whether previously or currently registered in any academic program in AU or any other university Yes | No |  
If so, give the details .....

Date :.....

Signature of the candidate

RECOMMENDATION OF THE RAC

Certified that Ms/Mr. ....  
proposes to do research work under my supervision on the title stated in the application. The RAC recommend his / her name for Title Registration for M.Phil. program. (Copy of the report of RAC enclosed)

Date:.....

Signature of the Supervisor

RECOMMENDATION OF THE BPGS

The title registration of Ms/Mr. ....

For M.Phil. programme is recommended vide BPGS resolution No..... dt. ....

Date: .....

Chairperson BPGS

Department of .....

FOR OFFICE OF THE DEAN OF CONCERNED SCHOOL

1. Name of the candidate: .....
2. Department: .....
3. Title of the proposed research work: .....  
.....
4. Date of Recommendation from School Board: .....
5. Grade / percentage of marks obtained in Course Work Exam: .....

Date:.....

Signature of the Chairperson of School Board  
School of.....  
(Office seal)

IMPORTANT INSTRUCTIONS TO CANDIDATE

- A. All entries must be in the candidates own handwriting.
- B. The form should be duly filled in and complete in all respects.
- C. Put tick (✓) mark wherever applicable.
- D. The form should be submitted as per instruction of the concerned authorities.
- E. The form should be accompanied by attested/ self attested copies of the following documents:
  - (i) HSLC, HS, Degree and Master Degree Certificates.
  - (ii) Marksheets of all examination passed.
  - (iii) No Objection Certificate from employer, if employed.
  - (iv) Leave sanction order from employer, if employed.
  - (v) Copy of A.U. Registration Certificate.
  - (vi) SC/ST/OBC /PWD Certificate, if applicable.
  - (vii) Certificate of good health from a registered medical practitioner.
  - (viii) Certificate from Principal /HOD/ Gazetted Officer regarding intervening gap, if any.
- F. Application should be submitted in duplicate along with copies of detailed research proposal and abstract of the proposal.

Form 6(b)



Affix latest passport size photograph duly attested by the Head of the University Department

ASSAM UNIVERSITY
(A Central University established by Act No. 23 of 1989)
SILCHAR – 788011 (ASSAM)

APPLICATION FORM FOR TITLE REGISTRATION FOR PH.D. DEGREE

A. Submitted to the Department of .....

B. Tick(✓) the box whichever is applicable

Full time Part time
If part time, please state:

- Teacher of AU Department/ affiliated college / permitted college.
Teacher in college/ university other than AU.
Scientist/ Professional.

C. Do you belong to Scheduled Caste (SC) or Scheduled Tribe (ST), OBC or Person with Disability (PWD) category (Enclose documentary evidence in support of your claim)

SC ST OBC PWD

D. Assam University Registration No.: ..... Year of registration .....

[No case would be processed without AUS Registration No.]

1. Name of the candidate.....
(in block letters)

2. Mother's name :.....

3. Father's name:.....

4. Date of Birth .....

5. Sex: Male Female Others

6. Title of the proposed research work (in block letters) .....

(Synopsis, Approx 1000 words, on proposed research topic to be enclosed)

7. Unique Enrolment No. & Date of admission

Grid for Course Code, Year of Admission, Running No.

Course Code Year of Admission Running No.

Grid for Date of Admission (DDMMYYYY)

Date of Admission

8. Length of time completed from passing the coursework .....
9. Details of coursework
- a) University/Institution .....
- b) Subject .....
- c) Date of qualifying the exam .....
- d) Marks obtained in coursework

Paper I	Paper II	Paper III	Paper IV	Total Marks	Marks obtained	%/ Grade

10. Permanent Address (in full) .....  
 With PIN, Phone (Mobile No.) and Email ID.  
 .....  
 .....

11. Present Address: .....  
 .....  
 .....

12. (a) Nationality:..... (b) Religion: .....  
 (Copy of visa should be enclosed in case of foreign candidate)

13. Details of the Examination passed: (Enclose documentary evidence for the entries in these columns)

Name of the Examination	Board/ University	Year of Passing	Subject(s)	Marks Obtained	Maximum Marks	% Grade	Remark
HSLC / Equivalent Examination of 10 <sup>th</sup> level							
HS/ Equivalent Examination of 10+2 level							
Bachelor degree							
Master degree							
M.Phil.							
Any other degree							

14. If there is any gap/discontinuity in studies, state the reason(s) along with relevant documentary evidence.....

15. Name and address of institution from where you have passed the qualifying examination:  
 .....

16. Whether previously / presently employed? Yes  No   
 If yes, (i) Name of the Employer .....  
 (Copy of No Objection Certificate, and Leave Sanction Order should be enclosed)
17. Subject and field of specialization at Post-Graduation: .....
18. Publication (if any) .....  
 (Attach separate sheets, if necessary)
19. (a) Name and designation of the Supervisor: .....  
 (b) Name and designation of the Co-Supervisor: .....

20. Details of fee paid

Particulars	Amount	Receipt No	Date
Admission fee			
Course Work Exam fee			
Annual fee for the year .....			
Annual fee for the year .....			
Other fee			

21. Whether previously or currently registered in any academic program in AU or any other university Yes  No   
 If so, give the details .....

Date :.....

Signature of the candidate

RECOMMENDATION OF THE RAC

Certified that Ms/Mr. ....  
 proposes to do research work under my supervision on the title stated in the application. The RAC recommends his/her name for Title Registration for Ph.D. program. (Copy of the report of RAC enclosed)

Date:.....

Signature of the Supervisor

RECOMMENDATION OF THE BPGS

The title registration of Ms/Mr. ....  
 for Ph.D. programme is recommended vide BPGS resolution No..... dt. ....

Date: .....

Chairperson BPGS  
 Department of .....

FOR OFFICE OF THE DEAN OF CONCERNED SCHOOL

1. Name of the candidate: .....
2. Department: .....
3. Title of the proposed research work: .....  
.....
4. Date of Recommendation from School Board: .....
5. Grade / percentage of marks obtained in Course Work Exam: .....

Date:.....

Signature of the Chairperson of School Board  
School of.....  
(Office seal)

IMPORTANT INSTRUCTIONS TO CANDIDATE

- A. All entries must be in the candidates own handwriting.
- B. The form should be duly filled in and complete in all respects.
- C. Put tick (✓) mark wherever applicable.
- D. The form should be submitted as per instruction of the concerned authorities.
- E. The form should be accompanied by attested/ self attested copies of the following documents:
  - (i) HSLC, HS, Degree, Master Degree, and M.Phil. Certificates.
  - (ii) Mark-sheets of all examination passed.
  - (iii) No Objection Certificate from employer, if employed.
  - (iv) Leave Sanction Order from employer for the period of course work or course work exemption order, if exempted.
  - (v) Copy of A.U. Registration Certificate.
  - (vi) SC/ST/OBC /PWD Certificate, if applicable.
  - (vii) Certificate of good health from a registered medical practitioner.
  - (viii) Certificate from Principal /HOD/ Gazetted Officer regarding intervening gap in study, if any.
- F. Application should be submitted in duplicate alongwith copies of detailed research proposal.

Form-7

### EXPERT PANEL FOR EVALUATION OF M.Phil / Ph.D. THESIS

Name of the student :

Enrollment No (with date) :

Title Registration Date :

AU registration no (with date) :

Registered Title :

Name of Supervisor :

Name of co-supervisor (if any) :

Suggested name of Experts :

Sl No	Name & Designation	Complete Present Address with Email-ID & Phone No.	Permanent Address with Email-ID & Phone No

Date of submission:

Signature of the Supervisor:



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APPLICATION FOR MODIFICATION OF REGISTERED TITLE  
(For Ph.D. Candidates only)

1. Name of the Candidate : .....
2. Unique Enrolment No with Date : .....
3. Name of the Department : .....
4. Supervisor's Name : .....
5. Co-supervisor (if any) : .....
6. Registered Title : .....
7. Title Registration, give reference of BRS approval:.....  
(Notification No. & Date)
8. New title proposed : .....
9. Expected date of Pre-submission : .....
10. Date of recommendation of RAC : .....
- (Copy of RAC resolution needs to be attached)

Date .....

Supervisor

Head of the Department  
With Seal & Date





ASSAM UNIVERSITY  
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SILCHAR – 788011 (ASSAM)

APPLICATION FOR EXTENSION OF TIME  
(General / Women Candidate / Person with more than 40% disability  
certificate needs to be attached)

1. Name of the Candidate : .....
2. Unique Enrolment No with Date : .....
3. Name of the Department : .....
4. Supervisor's Name : .....
5. Co-supervisor (if any) : .....
6. Registered Title : .....
7. Date of Expiry of Course period : .....
8. Extension requested till : .....
9. Reason of extension : .....
10. Date of recommendation of RAC : .....  
(Copy of RAC resolution needs to be attached)

Date .....

Supervisor

Head of the Department  
With Seal & Date



ASSAM UNIVERSITY  
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SILCHAR – 788011 (ASSAM)

M.Phil. / Ph.d. Pre-Submission Seminar by Research Scholars  
REPORT OF THE RAC

- 1. Name of the Scholar : .....
- 2. Unique Enrolment No : .....
- 3. Date of Admission : .....
- 4. Name of the Department : .....
- 5. Title of the Thesis / Dissertation : .....
- .....
- .....

In the light of presentation and discussions, the RAC may recommend the following points before submission of the thesis / dissertation :

- 1. General language, format, style, design and substance.
- 2. Objective : Clarity in statement or needs change, if yes, please state.
- 3. Literature Review : Satisfactory, critical analytical, explicitly stated, requires further improvement.
- 4. Methodology : Whether clearly stated, appropriate/it needs improvement, please state.
- 5. Observation : Presentation of data in the form of table, graphs, histograms, etc. Correctly stated, statistically analyzed, computerized, relevance to society, policy matter, any suggestion if any.
- 6. Discussion : Interpretation of data in objective, analytical latest related published work has been / any other suggestions.
- 7. Future scope of the study.
- 8. Reference/ Bibliography : Correct format is followed / needs any further correction.
- 9. Any other suggestion.
- 10. Overall suggestions / recommendations :

Name and Signature of the RAC members :

- 1.
- 2.
- 3.
- 4.
- 5.

Supervisor

Head

Dean

Department of .....

School of .....



**ASSAM UNIVERSITY**  
(A Central University established by Act No. 23 of 1989)  
SILCHAR – 788011 (ASSAM)  
**APPLICATION FOR PRE-SUBMISSION**

1. Name of the Candidate : .....
2. Unique Enrolment No : .....
3. Date of Admission : .....
4. University Registration No. & Date : .....
5. Name of the Department : .....
6. Name of the Course (M.Phil./Ph.D.) : .....
7. Name of Supervisor : .....
8. Name of Co-supervisor (if any) : .....
9. Course Work qualified on : .....
10. Registered Title (as on date) : .....
11. Date of recommendation of the RAC: .....  
(Attach copy of resolution)
12. Date of BRS approval of Title Registration:.....  
(Attach copy of notification)
13. Extension approved (if any) till : .....
14. Re-registration approved (if any) till : .....
15. Examiner Panel submission details : .....

Date of RAC	Date of DRC	Date of BRS	Date of expiry of panel

16. Details of publication out of Ph.D. thesis work (Attach reprint)  
(Ph.D. Scholars must publish at least one (1) research paper in referred journal out of his/her Ph.D. research work which has not shared with another Ph.D. student)

Sl. No.	Title of the Paper	Name of Journal Book	ISSN / ISBN	Authors

17. Details of Paper Presentation (attached presentation certificate copy) :  
(M.Phil Scholars shall present at least one (1) research paper in a national conference / seminar and Ph.D. Scholars must present at least two (02) papers in national conferences / seminars)

Sl. No.	Title of the Paper	Name of Conference	Status		Authors
			National	International	

18. Date of Recommendation of RAC for pre-submission : .....  
(Copy of RAC resolution including pre-submission seminar report in form 10A needs to be attached)
19. Annual fees paid : From.....to.....  
(Annual fees upto ongoing session should be cleared)

## Enclosure :

- i) Copy of University Registration Certificate
- ii) Copy of RAC Notification
- iii) Copies of relevant RAC notification.
- iv) Copy of course work mark sheet
- v) Copy of title registration notification
- vi) Copy of extension notification, if any.
- vii) Copy of fee receipt.
- viii) 3 copies of thesis abstract (within 1000 words) certified by Supervisor in soft and hard mode.
- ix) Copy of research papers as mentioned above.

Supervisor

Head of the Department



ASSAM UNIVERSITY  
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SILCHAR – 788011 (ASSAM)  
APPLICATION FOR SUBMISSION OF M.PHIL. DISSERTATION

- 1. Department :.....
- 2. Name of Student :.....
- 3. Unique enrolment No with date :.....
- 4. University Registration No with date:.....
- 5. Name of Supervisor :.....
- 6. Name of Co-supervisor (if any) :.....
- 7. Registered Title :.....  
.....  
.....
- 8. Title Registration, give reference of BRS approval:.....  
(Notification No. & Date)
- 9. Panel of Examiners placed in BRS on : .....
- 10. Date of qualifying Course Work :.....
- 11. Date of Pre-Submission :.....
- 12. Date of Expiry of course period (with/without extension) :.....
- 13. Date of Submission :.....

Counter Signature by the Supervisor

Signature of Scholar

Vide Memo No. ....

Date.....

CERTIFICATE

Check List :

- 1. Copy of title registered notification.
- 2. Plagiarism verification certificate
- 3. Dissertation authenticate certificate.
- 4. Student approved form for access.
- 5. Certificate of originality (inside thesis also).
- 6. Dissertation metadata form.
- 7. Supervisor certificate for exclusive of self published work
- 8. Copy of research publications.
- 9. Evaluation fee

Certified that the above mentioned check list has been submitted along with three soft bound copies of the dissertation by the candidate hence forwarded and recommended to the Controller of Examinations.

Head

Dean

Department of .....

School of .....



ASSAM UNIVERSITY  
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SILCHAR – 788011 (ASSAM)

APPLICATION FOR SUBMISSION OF PH.D. THESIS

1. Department : .....
2. Name of Student : .....
3. Unique enrolment No with date : .....
4. University Registration No with date: .....
5. Name of Supervisor : .....
6. Name of Co-supervisor (if any) : .....
7. Registered Title : .....
- .....
- .....
8. Title Registration, give reference of BRS approval:.....  
(Notification No. & Date)
9. Panel of Examiners placed in BRS on : .....
10. Date of qualifying Course Work : .....
11. Date of Pre-Submission : .....
12. Date of Expiry of course period (with/without extension) : .....
13. Date of Submission : .....

Counter Signature by the Supervisor

Signature of Scholar

Vide Memo No. ....

Date.....

CERTIFICATE

Check List :

1. Copy of title registered notification.
2. Plagiarism verification certificate
3. Thesis authenticate certificate.
4. Student approved form for access.
5. Certificate of originality (inside thesis also).
6. Thesis metadata form.
7. Supervisor certificate for exclusive of self published work
8. Copy of research publications.
9. Evaluation fee

Certified that the above mentioned check list has been submitted along with three soft bound copies of the thesis by the candidate hence forwarded and recommended to the Controller of Examinations.

Head

Dean

Department of .....

School of .....

**Certificate of Originality**

The research work embodied in this thesis entitled “\_\_\_\_\_”  
\_\_\_\_\_” has been carried out by me at the Department  
of \_\_\_\_\_ Assam University, Silchar. The manuscript has  
been subjected to plagiarism check by \_\_\_\_\_ Software. The  
work submitted for consideration of award of Ph.D. is original.

Countersigned by Supervisor

(Signature of Scholar)

Name (in block letter) \_\_\_\_\_

Department of \_\_\_\_\_

Assam University, Silchar

Date: \_\_\_\_\_

### Student Approval Form

Name of the Author-Scholar	
Department	
Degree	
University	
Name of Supervisor	
Name of Co-Supervisor, if any	
Thesis Title	
Year of Submission	

**Agreement**

1. I hereby certify that, if appropriate, I have obtained and attached hereto a written permission/statement from the owner(s) of each third party copyrighted matter to be included in my thesis/dissertation, allowing distribution as specified below.
2. I hereby grant to the university and its agents the non-exclusive license to archive and make accessible, under the conditions specified below, my thesis/dissertation, in whole or in part in all forms of media, now or hereafter known. I retain all other ownership rights to the copyright of the thesis/dissertation. I also retain the right to use in future works (such as articles or books) all or part of this thesis, dissertation or project report.

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1. Release the entire work for access worldwide	
2. Release the entire work for 'My University' only for 1           Year 2           Year 3           Year And after this time release the work for access worldwide.	
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c) Preview/Table of Contents/24 page only.	
4. View Only (No Downloads) (worldwide)	

Signature of the Scholar

Signature and Seal of the Supervisor

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Thesis/Dissertation Authentication Certificate**

Name of the Author (Research Scholar)	
Degree	
Department	
School	
Name of the affiliated Institute for which AUS is granting the degree	
Guide/Supervisor	
Co-Supervisor, if any	
Thesis/Dissertation Title	
Date of Submission	

I hereby certify that the thesis/dissertation contained in this DVD/CD is complete in all respect and is same as submitted in print.

Signature of the Supervisor

Signature of Scholar

Place:

Date:



**SUPERVISOR'S CERTIFICATE FOR EXCLUSION ON SELF  
PUBLISHED WORK**

The CONTENT OF the chapters.....have been  
published in the journals/proceedings

- 1.
- 2.
- 3.
- 4.

This published work has been included in the thesis and has not been  
submitted for any degree to any University/Institute.

Signature of Student

Signature of Supervisor

Plagiarism Verification

Date: .....

- Title of the Thesis ..... Total Page(s) .....
- Researcher/Scholar .....
- Supervisor .....
- Department .....
- School/University.....

This is to report that the above thesis was scanned for similarity detection. Process and outcome is given below:

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Checked by  
Name and Signature

The complete report of the above thesis has been reviewed by the undersigned. (Check Box)

The Similarity Index is below accepted norms.

The Similarity Index is above accepted norms, because of the following reasons:

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....

The thesis may be considered to be sent for being examined.

Scholar

Supervisor



RABINDRA LIBRARY: ASSAM UNIVERSITY, SILCHAR  
Thesis/Dissertation Metadata Form  
(To be filled by Library)

1.	Title	
2.	Alternative Title, if any	
3.	Name of Research Scholar	
4.	Name of Guide/Supervisor/Co-Supervisor	1. 2. 3.
5.	Name of Degree	
6.	Level of Degree	
7.	Department/Centre	
8.	School	
9.	Name of affiliated Institution for which AUS is granting the Degree	
10.	Date of Submission	
11.	Subject Keywords	1. 2. 3. 4. 5.
12.	Coverage (for time periods of spatial regions only)	
13.	Language of the thesis	
14.	File Format of thesis and accompanying material, if any (PDF, MPEG etc.)	

Signature of the Scholar



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SILCHAR – 788011 (ASSAM)

THESIS/DISSERTATION SUBMISSION CERTIFICATE  
(Ref. Clause 10.6.7)

1. Name of the Candidate :.....
2. Name of the Department :.....
3. Name of the School :.....
4. Name of the Supervisor :.....
5. Name of the Co-Supervisor (if any) :.....
6. Unique Enrolment No. :.....
7. Date of Admission :.....
8. A.U. Registration No. & Date :.....
9. Title of the thesis :.....  
:.....  
:.....
10. Date of Submission :.....

TO WHOM IT MAY CONCERN

Certified that the thesis of the candidate with above mentioned details has been received by the office of the undersigned for evaluation and award of M.Phil / Ph.D. degree.

Date :.....

Signature