UNIVERSITY OF HYDERABAD

O/o the Controller of Examinations

Date: 4-8-2020

NOTE

CLARIFICATION ON M.PHIL/ PHD STUDENTS SEMSTER REGISTRATION

1. **When should the PhD students who just finished their 5th year apply for extension?**

   They can apply even now for one year extension as per the rules applicable to them. However, if a student is confident to submit his/her thesis by 31-12-2020 then he/she may utilize the 6 month grace period up to 31-12-2020 by doing semester registration as is enabled to all M.Phil./ PhD students.

2. **What is the procedure?**

   As replied above.

3. **What if the scholar who availed the grace period does not submit the thesis by 31st Dec 2020?**

   If a scholar who is availing the grace period after completing 5 years and is not able to submit the thesis by 31-12-2020 he/she has to apply for extension through proper channel from the date of completion of 5 years for a maximum period of one year i.e. up to 6 years. Further the scholar can go for de-registration as per the extant rules.

   If scholars already on 6th year extension avails the grace period and completes 6.5 years and still not able to submit the thesis by 31st December 2020, he/she has to apply for de-registration from the date of completion 6 years.

4. **Is the 6 month grace period applicable to the scholars in 1st to 4th Year since this semester is a zero semester?**

   No. According to the notification issued by the UGC, the 6 month grace period is to be given only if there is no other provision in the University. As the scholars in 1-4 years still have provision for Extension and Deregistration. All other students will do semester registration as is enabled to all M.Phil/ PhD students.

5. **Can the PhD Students who have completed 5/6 years, directly go for de-registration without availing the 6 months grace period?**

   Yes.

6. **When should the PhDs who just finished their 5/6th year apply for extension/ Deregistration?**

They can apply even now for de registration as per the rules applicable to them. However, if a student is confident to submit his/her thesis by 31-12-2020 then he/she may utilize the 6 month grace period up to 31-12-2020 by doing semester registration as is enabled to all M.Phil/ PhD students.

7. Do a scholar have to pay the semester registration fee for the July –Dec 2020 semester (this semester)?

All the Scholars who are doing the semester registration have to submit an undertaking to the effect that they will be paying the Semester fee of July-Dec 2020 Semester along with the next semester registration, No Dues Clearance or any deadline decided by the university, whichever is earlier.

8. Can the M.Phil. scholars completing 2 years as on 30-6-2020 also avail the 6 months grace period till 31-12-2020 by doing semester registration as mentioned above?

Yes.

Note:
1. 5th and 6th year PhD scholars need to do semester registration. Otherwise thesis cannot be submitted/processed for evaluation in e-gov portal. It is only after the semester registration process is completed by the 5th and 6th year scholars, they will get the official recognition of their status even for availing the 6 months grace period.

2. For all M.Phil/ PhD students the DRC if conducted has to be uploaded by the student otherwise the Supervisor will agree for the undertaking in the e-governance portal to enable semester registration.

3. All M.Phil/ PhD students are **not** required to pay semester fees however, they are required to give undertaking to pay the semester registration fees of July- Dec-20 semester alongwith semester fees of Jan- Jun-21 fees or at the time of "No Dues" before submission of thesis or as and when the University issues a notification at a later date.

(This is issued with the recommendations of the Chairman, Task force and approval of the Vice Chancellor dated 4-8-2020.)

Controller of Examinations

To,
All Deans and Heads of the School/ Department/ Centres, with a request to inform all faculty members and students concerned.