

**UNIVERSITY OF HYDERABAD**

O/o Controller of Examinations

Date: 20-03-2018

**NOTIFICATION**

**Sub:- Policy for consideration of cases of delayed PhD Submissions- reg.**

Reference: 1. Approval of the 81 Academic Council meeting held on 19-3-18

2. Vice Chancellor's approval dated: 20-3-2018

The 81<sup>st</sup> Academic Council resolved, the following procedure to be adopted to consider the delayed cases of PhD submissions in the University:

1. The Academic Council, constituted a committee consisting of DSW, Prof, Arun Agarwal, Dean, School of Computer and Information Sciences and Prof B. Rajasekhar, Dean, School of Management Studies to review the appeals of the students for delayed submission of the PhD thesis.


2. The relevant information will be issued to all Deans/ Heads of the Schools/ Departments/ Centres, to inform the Supervisor and the candidates in their respective Academic unit, about the procedure to apply. The last date and time for this submission is March 24, 2018 5.00 pm to the DSW Office. The prescribed form along with evidence, draft thesis will be submitted. They will also have to pay Rs 5000/- per semester for the delayed, semesters.

3. The student along with the Supervisor should present his/her case before the committee with justification of being able to submit the thesis. The committee will interact with the student and the Supervisor **between 26 to 28, March, 2018**, and recommend on a case-by-case basis for allowing time **till 30-9-2018** or recommend for De registration in accordance with the relevant rules.

4. In absence of supervisor (due to superannuation, long leave etc), the Head/ Dean shall make necessary arrangements for a faculty to act as supervisor in that case.

5. The orders for such candidates shall be issued after taking VC's approval.

6. The Academic Council, also resolved to strictly follow the schedule mentioned above and it is last and final opportunity being given to the students and there will not be any further relaxation for any reasons.

  
Controller of Examinations

To,

All Deans/ Heads of the Schools/ Departments/ Centres, with a request to inform all faculty members and students of the Academic unit.

Copy to:

OSD to the Vice Chancellor

PA to PVC-1/ PVC-2

All Notice Boards

Dean Students Welfare

Chief Warden

**Application for Delayed PhD Submission**

1. Name of the Candidate:
2. Registration No.:
3. Date of Admission:
4. School/ Department/ Centre:
5. Supervisor:
6. Whether residential period has been completed:
7. Semester Registration was valid till date:
8. Reason for non-submission of thesis on time  
(a) Failed to De-register (b) Failed to Re-register (c) Failed to submit after Re-registration
9. Brief Explanation by the Scholar, (Please attach separate sheet if required):

10. Thesis submission requirements like publications and presentation of seminars and conferences. Please attach separately:
11. Status of Draft Chapters/Thesis writing:
12. Justification and Recommendation by the Supervisor, (Please attach separate sheet if required):

\*Please note only e-mail communication and/or text SMS will be sent for further communication

## Undertaking by the Research Scholar

I -----Son/daughter of -----  
Registration No.-----do hereby declare that I had registered for  
PhD at University of Hyderabad on----- and continued by course till-  
----- (semester registration valid date).

I also declare that the thesis has not been submitted at any other  
University (this would amount to violation of University rules) and I have  
not enrolled myself at any other University during this period.

Further, I also understand that the 81<sup>st</sup> Academic Council resolution on  
delayed submission is final and no appeal beyond stipulated date will be  
entertained by the University.

I also agree to the 81<sup>st</sup> Academic Council resolution to clear all the dues  
as per the University rules and pay a penalty of Rs 5000/- per semester for  
each delayed semester for considering and processing my request for  
delayed submission of thesis.

(Name and Signature of the Research Scholar)

I am aware of the work done by the scholar and it has been done under  
my guidance and I agree with the statements made by the Research  
Scholar above.

Further, I understand that as per the 81<sup>st</sup> Academic Council resolution, I  
will not be making any recommendations for reconsideration after the  
stipulated date which is last and final opportunity given to the Research  
Scholar.

(Counter signature and Name of the Supervisor)

Forwarded by Head/Dean