Savitribai Phule Pune University

Name of the Research Student:- _____

Name of Faculty   :- _____

Name of Subject   :- _____

Name of Guide   :- _____

Name of the Research Centre:-_____

_____

Date of Admission   :- _____

a) List of Documents to be updated on Ph.D. Tracing System

Sr. No.	Document List
1.	Admission Form in prescribed format as per provision of Ph.D. rules (Appendix 'A')
2.	Copy of Provisional Admission / Registration letter (Appendix 'C')
3.	Copy of Topic & Title approval letter (R & R Committee letter)
4.	Copy of Confirmation letter (Appendix 'D')
5.	Copy of Statement of Marks (10th, 12th,Graduate, Post Graduate)
6.	Copy of certificate of M.Phil., NET/SET/GATE/SRF/JRF (if applicable)
7.	Course Work Completion Certificate / In case of exemption upload M.Phil. declaration /Degree
8.	Copy of Guide Recognition Letter (valid period)
9.	Copy of Research Centre Recognition Letter
10.	Copy of Cast Certificate (if applicable)
11.	Copy of Guide Change Letter (if applicable)
12.	Copy of Title Change Letter (if applicable)
13.	Copy of Centre Change Letter (if applicable)
14.	Copy of Re-Registration Letter / Special Extension (if applicable)
15.	Copy of documents if the candidate availed any fellowship / scholarship
16.	Copy of six monthly progress report as per provision of Ph.D. rules (Appendix 'E')

b) List of Documents required to be uploaded for Synopsis Submission as per provision of Ph.D. rules

Sr. No.	Document List
1.	Synopsis Form in prescribed format (Appendix 'F')
2.	Copy of pre-synopsis presentation report along with copy of Synopsis
3.	Copy of online payment details against synopsis submission fees
4.	Copy of Research Advisory Committee Report of work evaluation of Research Scholar
5.	Copy of certificate of paper presentation in conference / seminar
6.	Copy of published paper in refereed journal
7.	Copy of payment details made by Research center against University share (Not applicable for University Department students)

c) List of Documents required to be uploaded for Thesis Submission as per provision of Ph.D. rules

1.	Thesis Form in prescribed format with soft copy of thesis as per Appendix 'G'
2.	Copy of online payment details against Thesis submission fees
3.	Copy of Plagiarism report as per provision of University Circular No. 175/2018 dated 27/09/2018
4.	Copy of Abstract of thesis
5.	Copy of acknowledgment of thesis by Guide and Research centre
6.	Copy of published paper in refereed journal (in case if not submitted at the time of synopsis)
7.	Copy of NOC from University Department, Library, Hostel (Only applicable for University Department Students)

d) Process for Viva-voce: For online viva-voce refer Circular No. 113/2020 dated 08/06/2020 and Circular No. 115/2020 dated 12/06/2020

Note:

- Student shall fulfil and complete all the norms and requirements of Synopsis and Thesis submission as per provision of Ph.D. rules vide Circular No. 217/2014 dated 28/11/2014 and Circular No. 14/2017 dated 09/01/2017
- Research Centre shall maintain and update the research students data.