



MANONMANIAM SUNDARANAR UNIVERSITY
CENTRE FOR RESEARCH

ABISHEKAPATTI, TIRUNELVELI – 627 012, TAMIL NADU, INDIA



MINUTES OF THE FIRST RESEARCH ADVISORY COMMITTEE MEETING

The Research Advisory Committee Meeting of the Ph.D. Scholar Mr./Ms. _____
_____ (Reg. No. _____) was held on _____ at
_____ A.M. /P.M. in the Department of _____.

The following members were present:

1. _____ (Supervisor & Convener)
2. _____ (Joint Supervisor, if applicable)
3. _____ (Member - I)
4. _____ (Member - II)

Mr./Ms. _____ has presented the overview of the proposed research work. The Research Advisory Committee has approved the research topic as“ _____”.

The Committee has recommended the scholar to undertake the following course works.

Course Code	Course Title	Core Course / Special Elective

Number of course works as applicable to the scholars

Member - I
(Signature with Name and seal)

Member - II
(Signature with Name and seal)

Signature of the Joint Supervisor
(Name with seal)
(if applicable)

Signature of the Supervisor
(Name and seal)

Forwarded by

Head of the Department (University / College)
(Name and Seal)

Principal of the College
(Name and Seal)



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COURSE WORK REGISTRATION FORM

(To be submitted along with the minutes of the first Research Advisory Committee meeting)

I. DETAILS OF THE SCHOLAR

1. Name of the Scholar :
2. Registration No :
3. Discipline :
4. Category of registration : Full-Time / Part-Time Internal / Part-Time External
5. Department in which the candidate is doing research (Research Centre) :
6. Name of the College :
7. Address of the scholar with E-mail Id and Mobile No. :

II. COURSE WORK REGISTERED IN THE CURRENT SEMESTER

Sl.No.	Course code	Course title	Core Course / Special Elective	Signature, Name, Designation and Address of the Course Instructor
1				
2				
3				
4				
5				

Name and Signature of the Scholar

Recommended and Forwarded

Signature of the Joint Supervisor
(Name with seal)
(if applicable)

Signature of the Supervisor
(Name and seal)

Forwarded by

Head of the Department (University / College)
(Name & Seal)

Principal of the College
(Name & Seal)

Specific remarks if any:

Note:

1. Research scholars should take P.G/M.Phil. level courses only. Refer Ph.D. Regulations w.e.f 01.07.2016 / 01.01.2023 respectively.
2. Special Elective:
 - i. If it is already approved course, supervisor should furnish the course code number and copy of the Minutes of the Board of Studies and Standing Committee on Academic Affairs.



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**MINUTES OF THE SECOND RESEARCH ADVISORY COMMITTEE FOR
CONFIRMATION OF PROVISIONAL REGISTRATION**

The Research Advisory Committee Meeting of the Ph.D. Scholar, Mr./Ms. _____
(Reg.No. _____) (Full-Time / Part-Time) was held on _____
at _____ A.M./P.M. in the Department/Institution of _____.

The following members were present

1. _____ (Supervisor & Convener)
2. _____ (Joint Supervisor)
3. _____ (Member - I)
4. _____ (Member - II)

Mr./Ms. _____ has successfully completed the following course works recommended by the Research Advisory Committee. He/ She has obtained the following grades in the course works.

Sl. No	Course Code	Course title	Credits	Category	Grade / Marks
1					
2					
3					
4					
5					
				CGPA	

COE signed result sheet of the course works should be duly attested by the Supervisor with seal.

The scholar had completed the first seminar presentation on _____ to the faculty members and research scholars. The attendees list is enclosed herewith. The committee also evaluated the research work carried out by the scholar and satisfied / not satisfied with the performance of the scholar. Hence the Committee recommends / not recommends the confirmation of Provisional registration of the scholar in the Faculty of _____, and permits / not permits the scholar to proceed with his/her research work.

Member - I
(Signature with Name and Seal)

Member - II
(Signature with Name and Seal)

Signature of the Joint Supervisor
(Name with seal)
(if applicable)

Signature of the Supervisor
(Name and seal)

Forwarded by

Head of the Department (University / College)
(Name & Seal)

Principal of the College
(Name & Seal)



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Research Performance Assessment

(To be submitted along with the minutes of the Second Research Advisory Committee Meeting for confirmation of Provisional Registration)

1	Name of the Scholar	
2	Registration Number	
3	Category of Registration	
4	Title of research work	
5	Objectives of research work	
6	Date of previous Research Advisory Committee meeting	
7	Brief report of the research work carried out between previous and present Research Advisory Committee meetings. Mention the objectives completed	
8	List of research papers published/accepted for publication/communicated for publication/Patents (National/ International) filed / approved	
9	National/ International Conferences/ Symposia attended (Give details such as Name of the conference, venue, title, period)	
10	Overall assessment and comments about the progress of the research scholar	

Member I

(Signature with Name and Seal)

Member II

(Signature with Name and Seal)

Signature of the Joint Supervisor

(Name with seal)
(if applicable)

Signature of the Supervisor

(Name and seal)

Note: Research Performance Assessment restricted to the maximum of 2 pages should be submitted along with the minutes of II Research Advisory Committee meeting duly signed by Committee Members.



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CHECK LIST FOR THE CONFIRMATION OF Ph.D. SCHOLAR

(To be submitted along with the minutes of the II Research Advisory Committee meeting for confirmation of Provisional Registration)

1. Research Advisory Committee meeting minutes **YES / NO**
2. Research Performance Assessment signed by all the RAC members **YES / NO**
3. Photo copy of result sheets of the course works signed by COE attested by the Supervisor **YES / NO**
4. Original copy of the circular for the seminar presentation **YES / NO**
5. Attendance particulars for the seminar presentation. **YES / NO**
6. Report of the Mini Project **YES / NO**
7. Approval of RAC members for change of course work /course code/course title **YES / NO**
8. For scholars with M.Phil. Qualification, attested copy of M.Phil. degree certificate **YES / NO**
9. Mode of completion of M.Phil. degree: Full-time / Part-time / Distance mode **YES / NO**

Checked and found correct

Signature of the Joint Supervisor
(Name with seal)
(if applicable)

Signature of the Supervisor
(Name and seal)

Forwarded by

Head of the Department (University / College)
(Name & Seal)

Principal of the College
(Name & Seal)



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**MINUTES OF THE THIRD RESEARCH ADVISORY COMMITTEE MEETING
FOR SUBMISSION OF THESIS**

The Research Advisory Committee Meeting of the Ph.D. Scholar, Mr./Ms. _____
(Reg.No. _____) was held on _____ at _____ A.M./P.M.
in the Department of _____.

The following members were present

1. _____ (Supervisor & Convener)
2. _____ (Joint Supervisor, if applicable)
3. _____ (Member - I)
4. _____ (Member - II)

The Research Advisory Committee critically reviewed the research work entitled _____
_____ Carried out by Mr./Ms.
_____ and the contents of the draft thesis. The Scholar had completed the
Pre- Ph.D. presentation on _____ to the faculty members and Research scholars.
The attendees list is enclosed herewith. The scholar has _____ numbers of publications in the journals (UGC –
Care / WoS / Scopus etc.) The Committee is satisfied with the research performance of the scholar and approves
the Thesis submission. The Committee also recommends the Panel of Examiners for the evolution of Thesis.

Member - I
(Signature with Name and seal)

Member - II
(Signature with Name and seal)

Signature of the Joint Supervisor
(Name with seal)
(if applicable)

Signature of the Supervisor
(Name and seal)

Forwarded by

Head of the Department (University / College)
(Name and Seal)

Principal of the College
(Name and Seal)



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**MINUTES OF THE RESEARCH ADVISORY COMMITTEE MEETING FOR
RESUBMISSION OF THESIS**

The Research Advisory Committee Meeting of the Ph.D. Scholar, Mr./Ms _____
_____ (Reg. No. _____) was held on _____ at
_____ A.M. / P.M. in the Department _____, Institution _____
_____.

The following members were present:

1. _____ (Supervisor & Convener)
2. _____ (Joint Supervisor, if applicable)
3. _____ (Member - I)
4. _____ (Member - II)

The Comments given by the examiners have been reviewed by the Research Advisory Committee and ascertained that the corrections were carried out by the scholar. He/ She is permitted to resubmit the thesis entitled as _____
_____.

Member - I
(Signature with Name and Seal)

Member - II
(Signature with Name and Seal)

Signature of the Joint Supervisor
(Name with seal)
(if applicable)

Signature of the Supervisor
(Name and seal)

Forwarded by

Head of the Department (University / College)
(Name & Seal)

Principal of the College
(Name & Seal)