



PUNJABI UNIVERSITY, PATIALA

APPLICATION FORM FOR REGISTRATION FOR PhD DEGREE

(To be submitted to the Head of the Department)

(Please read Instructions & Ordinances carefully before filling the application form)

Note: No column be left blank, write 'Not Applicable' if necessary.

1.	NAME:	
2.	FATHER'S NAME	
3.	MOTHER'S NAME	
4.	FACULTY IN WHICH REGISTRATION IS SOUGHT	
5.	DEPARTMENT IN WHICH WORK IS PROPOSED TO BE DONE	
6.	DATE OF SUBMISSION OF THIS APPLICATION FORM	
7.	DATE OF ENROLLMENT	
8.	PRESENT ADDRESS FOR CORRESPONDENCE Telephone No./Mobile No.	
9.	PERMANENT HOME ADDRESS	
10.	UNIVERSITY REGISTRATION NO. *	

**If the applicant is not registered with this University, a Migration Certificate from the previous University must be attached and the candidate must get registered with the Punjabi University by paying requisite Registration Fee.*

11. ACADEMIC RECORD:

The details of all the examinations, starting with graduation, are to be given.

Sr. No.	Examination	Institution/University	Year	Subject(s)	%age of marks

Note: Copies of the documents duly attested must be attached with the application form, otherwise the application form will not be entertained.

This form can be downloaded from University website. The duly filled form should be submitted along with Registration fee (see ordinances for details of fee) and Form fee

12.	PUBLISHED WORK If yes, the details including the title, the authors, journal/publisher, year of publication be given on a separate sheet	YES/NO
13.	ACADEMIC AWARDS/DISTINCTIONS (Separate sheet may be attached)	
14.	TEACHING EXPERIENCE (Separate sheet may be attached)	
15.	EMPLOYMENT RECORD (Details with the address of the present employer be given on a separate sheet)	
16.	PROPOSED TITLE OF SYNOPSIS PERTAINING TO RESEARCH PROBLEM (Please don't cut off or overwrite)	
17.	SPECIFY NEEDS FOR Institutional Ethics Committee, Institutional Animal Ethics Committee, Institutional Biosafety Committee	Yes/No
18.	NAME, DESIGNATION AND ADDRESS OF THE PROPOSED SUPERVISOR	
19.	CO-SUPERVISOR* One only, wherever necessary.	
20.	HOW LONG HAVE YOU BEEN WORKING ON THIS RESEARCH PROBLEM ?	
21.	DETAILS OF WORK ALREADY DONE (Separate sheet may be attached)	

* (A certificate justifying the necessity of Co-Supervisor be attached by the Supervisor countersigned by the HOD and duly recommended by the Departmental Research Board.)

22.	ARE YOU WORKING AS REGULAR RESEARCH SCHOLAR IN THE UNIVERSITY, WITH FELLOWSHIP? If yes, mention JRF/Project Fellow/University Research Scholar/any other fellowship with Date of Joining	YES/NO
23.	COURSE WORK Have you done Ph.D. Course Work? If yes, mention Grade or Percentage of Marks, Year of passing and University (Attach Proof)	YES/NO if yes DD/MM/YY/ Grade/Percentage
24.	DETAILS OF REGISTRATION FEE	Amount University Receipt No. Date

Place: PATIALA

Signature of the Candidate

Date

23. SUPERVISOR'S DECLARATION:

- (i) I/We consider the proposed topic worthy for research for the Ph.D. Degree and I/We agree to supervise the candidate. Requisite copies of the synopsis pertaining to research problem, giving brief outline indicating the purpose/objectives, review of the literature, general approach or/and research methodology to be used, tentative plan of work/chapter scheme of the thesis, bibliography are attached. The synopsis prepared by the candidate is in accordance with the requirements.
- (ii) *Certified that Laboratory facilities for research work on the proposed topic are available in the Department.
- (iii) **Certified that number of enrolled/registered PhD candidates (including this candidate) under my supervision (including co-supervision) shall be _____ and will not exceed the sanctioned strength.
- (iv) Certified that the certificate pertaining to the specified needs (see 17. above) of Ethics/Animal Ethics, Biosafety, have been procured according to Institutional norms, before starting the work (wherever applicable).

Signature of Co-Supervisor
(If any)

Signature of the Supervisor

**(Applicable only for Science students or otherwise where laboratory facilities of the Department are required.)*

Note: A Professor/Associate Professor/ Assistant Professor can supervise 8, 6 or 4 candidates, respectively, at a time within the University or outside the University.

*** In case of joint Registration, the Supervisor and Co-Supervisor will each be allotted a full seat for the PhD candidate being supervised jointly.*

*** A faculty member can become a co-supervisor in only 50% of his/her allotted number of seats.*

DECLARATION BY THE CANDIDATE:

I hereby declare that:

- I. The information given above is correct and nothing has been concealed thereof.
- II. I am neither registered/working/studying for another degree nor shall I do so during the entire registration period.
- III. I have read the PhD Ordinances of this University and hereby agree to abide by them.
- IV. I assure that all the dues will be deposited on time with the University and the receipt will be submitted to the Department and Academic Research Branch.
- V. I will clear my Ph.D. Annual Fees every year (1st April to 31st March) according to my date of Registration.
- VI. I will pay all other fee, as applicable.
- VII. I will obtain a 'No Dues Certificate' from the Academic Research Branch, Department, Library, Hostel/Dean Students Welfare, and Directorate of Sports, and others as necessary. Thesis not accompanied with "No Dues Certificate" will not be accepted in Thesis Section (except for Teachers and employees who are on the pay-rolls of Punjabi University).

Signature of the Candidate

Countersigned:

Supervisor

Co-Supervisor (If any)

[THIS SPACE IS EMPTY]

CERTIFICATE AND RECOMMENDATIONS BY HEAD OF THE DEPARTMENT

Note: This application form should be processed within 45 days from the receipt of application and forwarded to the Office of the Dean Research (Academic Research Branch)

1. Certified that Mr./Ms..... is eligible for registration from the point of view of (a) academic criteria and (b) jurisdiction conditions.
2. Certified that the candidate has shown to me the original certificates/testimonials and published work and I have compared them with the information given here (in Academic Record) and found them to be correct.
3. Certified that Mr./Ms. is a regular Research Scholar/Fellow availing fellowship in the Department. The date of joining the Department is
4. The Departmental Research Board has considered the application and is of the opinion that the proposed topic is suitable* for research and for the Ph.D. Degree in the Faculty of..... The Board recommends that be appointed as the candidate's Supervisor(s) whose consent has been obtained.

**In case of negative report a detailed report, stating reasons of rejection on separate sheet be attached for consideration of BPSAR.*
5. The applicant is a university teaching/non-teaching employee, a photo copy of the permission letter for doing Ph.D. is attached with the Application Form.
6. The applicant is an employee and a 'No Objection Certificate' received from his/her employer is attached with the Application Form.

Date _____

**Signature of Head of the Department
(with Official Stamp)**

LIST OF DOCUMENTS TO BE ATTACHED (Check List)

- i) Enrolment file from the Department, in original.
- ii) Registration Fee Slip.
- iii) Registration Application Form, with attested copies of requisite certificates.
- iv) Original of letter of members nominated on Departmental Research Board by the D.A.A.
- v) Proceedings of Departmental Research Board, on prescribed proforma.
- vi) _____ number of copies of approved synopsis.
- vii) PhD Course work Certificate.

Signature of Office-In-Charge

Countersigned:

Head of Department