Date : _____

To,
The Controller of Examinations,
Central University of Jharkhand, Ranchi.

Subject : Application for Conducting Pre-Ph.D. Submission Seminar.

Dear Sir/Madam,

My details are as follows:

Name (English)	
Name (Hindi)	
Registration No.	
Department Name	
Date and Session of Admission	
Supervisor	
Co-Supervisor	
Title of Ph.D. Thesis	
Contact No.	
Email	

With respect to the enclosed documents, I kindly request you to grant permission to conduct my Pre-Ph.D. Submission Seminar.

Yours Sincerely,

(Signature of Scholar with Date)

Name:_____

ENCLOSURES

Sl.	Particulars	Status (Give ✓ mark)		
		Yes	No	
1	Original copy of recommendation of RAC for conducting Pre-Ph.D. Submission Seminar			
2	Notification of constitution of RAC			
3	Office Order of Ph.D. Enrollment			
4	Ph.D. Coursework Mark Sheet			
5	Copies of fee payment receipts for all semesters			
6	Copies of all six-monthly Ph.D. Progress Reports			
7	Copy of approved Ph.D. Synopsis			
8	Copies of certificates/evidence of paper presentation in conferences or seminars (at least two)			
9	Documentary evidence indicating mode of admission to Ph.D. programme			
10	Copy of research publication, with Ph.D. scholar as first author in ● Web of Science / Scopus indexed journal, or ● where no Web of Science/Scopus indexed journals exist, peer reviewed journal.	Number of SCOPUS publication	Number of Web of Science publication	Number of Peer Reviewed Journal

Research Scholar (signature and date)	Co-supervisor (signature and date)
Supervisor (signature and date)	RAC Chairperson / HoD (signature and date)