



Ref No.: CUJ/COE/2020/247/ 6313

Date: 20.03.2025

CHECKLIST FOR Ph.D. SCHOLARS OF CENTRAL UNIVERSITY OF JHARKHAND
Checklist Pre-Ph.D. Submission (Stage-I)

1. Letter from student regarding Ph.D. Pre-submission seminar duly forwarded by Supervisor.
2. The recommendation of RAC members for Ph.D. Pre-Submission.
3. Notification of RAC Constitution.
4. **Copy of Enrolment/Office Order for the Ph.D. Degree.**
5. Mark-sheet of Course Work.
6. Copies of Six-monthly progress reports
7. A copy of Approved Synopsis.
8. **Copies of Paper publications. At least one research publication as the first author in web of Science /SCOPUS indexed journals and where no Web of Science/Scopus indexed journals exist, UGC Care listed journals would be mandatory, (Ref No.: CUJ/COE/2020/247/5803 dated 23-08-2024).**
9. Copies of conference/seminar/workshop / paper presentation/participation.
10. Copies of all the fee receipts.
11. **Copy of mode of Ph.D. admission.**

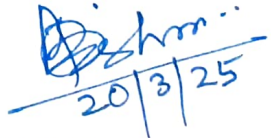
Checklist for Thesis Submission (Stage-II)

1. Scholars covering letter to the COE for the Thesis submission certificate duly forwarded by Supervisor.
2. Pre-Ph.D. Submission Seminar Minutes of RAC.
3. Three copies of the Ph.D. Thesis along with Synopsis (both Spiral binding) duly signed by Supervisor and Scholar.
4. A Pen Drive containing Synopsis and Thesis of the Scholar.
5. Submission of fee receipt of Rs.5.000/-preferably paid through Samarh Portal.
6. A copy of Plagiarism Check Certificate.
7. Two recent Passport size current color photograph of the Scholar.
8. **All the final Ph.D. viva-voce tests will be conducted through online mode otherwise permitted by the Competent Authority, (Ref No.: CUJ/COE/2020/247/5445 dated 07-05-2024).**

Checklist for Final Thesis Submission after Viva Voce (Stage-III)

1. Scholars covering letter to the COE for the Provisional Degree Certificate duly forwarded by Supervisor.
2. Separate application for the certificate to be issued to the Supervisor & Co-supervisor.
3. RAC Minutes of the meeting of Final Viva-Voce.
4. Certificate of Approval signed copy in the Final Thesis.
5. Three Copies of the Final Ph.D. Thesis duly signed by all the Members.
6. A Pen Drive in the format of the Shodhganga/Drillbit of the Thesis.
7. No Dues Certificate.
8. Attendance report of the members. Faculties, students, etc.in the Viva-Voce.
9. External signed remuneration bill for Ph.D. Thesis evaluation.
10. Two passport size current color photograph of the student.
11. Viva-voce report as endorsed by the External Examiner.
12. Soft copy of (PDF) 80 recommendations.
13. **ORCID ID of the Ph.D. scholar.**
14. **A plagiarism/summary report in single PDF and file name will be 90_Plagiarism_Report.**

CONTROLLER OF EXAMINATIONS


परिसर निदेशक
Controller of Examinations
झारखण्ड केन्द्रीय विश्वविद्यालय
Central University of Jharkhand

Copy to---

1. Dean (AA), Dean (R&D).
2. All Heads/Coordinators/ Faculty members.
3. PS to Vice Chancellor.
4. PS to Finance Section.
5. Prof. I/C Tech. Cell to kindly upload to university website.
6. Concerned File.