

PROCEDURE TO BE FOLLOWED WHILE SUBMITTING PANELS FOR PQE/ FINAL
THESIS EVALUATION.

1. Panel shall be prepared DTP/ electronically typed in an A4 size paper.
2. **Name of Scholar, Name, address and contact number of Guide, Centre of Research, Subject of Research, Number & Date of Registration Order of the Scholar and Head Quarters of Guide and Scholar** should clearly be specified.
3. The panel of examiners shall be prepared and forwarded by the supervising teacher .The same may be forwarded to the University through the Chairman of the Doctoral Committee in the case of Final Thesis evaluation. Supervising Teacher and Chairman of Doctoral Committee shall sign in all pages of the panel.
4. The number of adjudicators shall not be less than 6 (SIX) for PQE and 12 (TWELVE) for final.
5. Adjudicators shall be from Academic / Research institutions only.
6. Approved Research Guides of Kannur University shall not be included in the panel.
7. No Examiner working in / retired from any of the Teaching or Research centres / affiliated colleges of Kannur University be included in the panel. Similarly no experts who are working in the same Department/ College/University/Institute of the Research Guide / Scholar be included in the panel.
8. For the adjudication of final thesis more than TWO adjudicators from an institution shall not be included in the panel and more than FOUR examiners from one state shall not be included in the panel.
9. Experts having less than 10 years teaching / research experience shall not be included in the panel.
10. In the case of submitting panels for more than one candidate within three months, repetition of examiners shall not be more than TWO in PQE and FOUR in Final.
11. Designation, full official and residential address with PIN Code, contact number, e-mail ID, exact number of years of experience and specialization of the area of research of adjudicators shall be provided in the prescribed format.
12. Certification from the Research Supervisor stating “none of the experts suggested, including the supervisor (and co-guide if applicable) is a relative to candidate” shall be included in the last page of the panel.
13. The panel shall be forwarded in a sealed cover (without any other enclosures) super scribed as CONFIDENTIAL and addressed to the Director, **Research Directorate** by **Name**.

Sd/-

VICE CHANCELLOR

FORMAT FOR THE SUBMISSION OF PANEL OF ADJUDICATORS

1. Name of Research Scholar :
2. Name of Research Guide, Address and Contact Number :
3. Subject of Research :
4. Title of the Thesis :
5. Name of Research Centre :
6. No. & Date of Registration Order Of Research Scholar :
7. Head Quarter of Research Guide :
8. Head Quarter of Research Scholar :

Sl. No	Name of Adjudicator	Present Designation	Official Address	Residential Address	Contact Number	e-mail ID	No of Years of Research/Teaching Experience	Specialization *
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

* Specialization of the area of research of each examiner

** The Supervisor shall ensure that the adjudicators are as per the guidelines issued by the university in this regard and any failure to adhere to this will be viewed seriously.

Declaration

Certified that none of the experts suggested, including the supervisor (and co-guide if applicable) is a relative to candidate.

Place :

Date :

Name & Signature of Research Guide

Name & Signature of Chairman Doctoral
Committee

(For Final Thesis)

Mobile No:
Email id :



KANNUR UNIVERSITY
(Research Directorate)

Ph D EVALUATION CHECKLIST
(FINAL)

No.....

Date.....

1	Name of the candidate	
2	Name of the Supervising Teacher	
3	Faculty	
4	Subject	
5	Name of the Research Centre	
6	Title of the Thesis (in capital letters)	
7	Full-time or Part-time	
8	Whether the applicant has submitted the prescribed application form	
9	Details of examination fee paid (Amount, Chalan No, Date, Name of Bank/Treasury)	
10	NOC from the employer	
11	Matriculation Certificate (applicable for candidates whose Degree is from University other than Kannur University)	
12	Recognition Certificate (Applicable for qualifying exam under Universities outside Kerala)	
13	Copy of Qualifying Certificates (Self attested)	
14	Copy of Registration Order	
15	Copy of Joining Report	
17	Memo issued by the University with regard to PQE	
18	Whether Thesis (4 copies), Abstract (not more than 2000 words) (6 copies) & CD (2 copies of thesis + 1 copy of abstract) enclosed	

19	Whether a copy of the publication (in a peer reviewed/refereed journal or edited volume with IISN/ISBN or equivalent publication) on the Research topic / Acceptance Letter from the Journal, submitted along with a certificate from the Supervising Teacher enclosed	
20	If the Abstract (Malayalam, Hindi, Tamil, Arabic, Sanskrit, Kannada etc) is in the same language whether the candidates submitted two additional copies of the same in English	
21	Whether Attendance Certificate as per regulation yearwise from the Research Guide counter signed by the Head of the Research Centre is produced (admitted as per 2011 regulation or before) 1.Course work attendance from coursework centre 2.Attendance from research centre on reporting the research centre till final submission date 3.Attendance marked as on duty should submit supporting document with certification of the guide	
22	Whether the candidate has produced the NLC	
	a From the Department Library	
	b From the University Central Library	
	c From the Department concerned	
	d From the Hostel Warden	
23	Whether the title in the thesis is same as in the registration order	
24	Whether extension of time is granted, if so, details	
25	Whether Guide has been changed, if so, details	
26	Whether there is Co-guide, if so, details	
27	Whether the candidate has furnished declaration that the thesis has not been previously formed the basis for the award of any Degree/Diploma	
28	Whether the Supervising Teacher has certified that the Thesis is a result of bonafide research carried out by the candidate	
29	Whether the Head of the Department has reported that the research work of the scholar has been presented in the Pre-submission seminar in the presence of Doctoral committee(Pre-submission seminar proceedings with participants list)	
30	Whether Certificate of Originality is enclosed after plagiarism check through Turnitin Software	

Verified and found correct

Assistant

SO

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DR
