



RDC-C

No. RDC-C/Matters/RAC/2026

KannurDated: 28.07.2026

CIRCULAR

Sub:- Ph.D. Programme (2018 & 2022 Regulations) – Constitution of Research Advisory Committee (RAC), Conduct of RAC Meetings, Submission of RAC Minutes/Progress Reports and One-time Waiver of Late Fee – Instructions – Reg.

Ref :- Orders in file No. RDA4/344/R.LS/2019

It has been observed that the constitution of the **Research Advisory Committee (RAC)** and the conduct of RAC meetings are pending in respect of a number of research scholars admitted under the **Kannur University Ph.D. Regulations, 2018 and 2022.**

In order to ensure adherence to the provisions of the applicable Ph.D. Regulations, to avoid audit objections and subsequent correspondence in this regard, and to prevent difficulties at the time of thesis submission, all Heads of University Departments, Heads of Research Centres and Research Supervisors are hereby directed to complete the constitution of the Research Advisory Committee (RAC), wherever pending, and convene the RAC meetings of all eligible research scholars on or before 31 August 2026, in accordance with the relevant Ph.D. Regulations.

This circular shall also apply to the following categories of research scholars

1. have successfully completed at least one spell of Course Work and joined the respective Research Centre; and
2. have submitted the joining report at the Research Centre and commenced their research work.

The duly approved **Minutes/RAC Report** shall be forwarded to the **Research and Development Cell** through e-mail **on or before 15 September 2026.**

Further, as per **University Order No. RDC/C1/Fee Enhancement/2026 dated 20.04.2026 (Sl. No. 49)**, the following late fee is prescribed for the delayed submission of **RAC Progress Reports**:

- **15 days to 1 month** – ₹250/-
- **More than 1 month up to 2 months** – ₹500/-
- **Beyond 2 months** – ₹500/- for every additional month of delay.

However, As a one-time concession, research scholars who have not yet submitted their RAC Progress Reports shall be exempted from the above late fee, provided that all pending RAC Progress Reports are submitted on or before 31 August 2026. No further extension of time or waiver of the prescribed late fee shall be granted beyond the said date.



Failure to comply with the above directions within the stipulated time shall invite appropriate action by the University in accordance with the provisions of the applicable University Orders and Regulations. The University also reserves the right to initiate appropriate action, including cancellation of the registration of the concerned research scholar(s), wherever applicable. Any financial liability arising due to such non-compliance shall be recoverable from the concerned research scholar and/or the Research Supervisor, as decided by the University.

All concerned are requested to treat this matter as **MOST URGENT** and ensure strict adherence to these directions

Dr. Anu Augustine

DIRECTOR (Research and Development
Cell)
For Director

To:

1. Heads of University Departments
2. Heads of Research Centres
3. Research Supervisors

Copy to:

1. PS to Vice-Chancellor
2. PA to Registrar
3. Director, Research and Development Cell
4. IT Cell (for publishing on the University website)
5. Office Copy

