

Mobile No:

Email id:



KANNUR UNIVERSITY
(Research and Development Cell)

Ph.D Final Submission Checklist
(2022 Regulation)

Date.....

1	Name of the candidate	
2	Name of the Supervising Teacher	
3	Faculty (Science/Humanities/Man.Studies etc.)	
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 duly attested by the Identifying Officer.	
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 exams passed under Universities outside Kerala)	
13	Copy of Qualifying Certificates (Self attested)	
14	Copy of Registration Order	
15	Copy of Joining Report	
16	Whether Course Work Completion Certificate attached.	
17	Whether Thesis - 4 copies, Abstract (not more than 2000 words) - 2 copies enclosed.	
18	a)Whether Thesis (as a single pdf and split pdf) and Abstract uploaded to rdcrepository@kannuruniv.ac.in b) Whether the soft copy of the thesis mailed to plagiarism@kannuruniv.ac.in as a single file in PDF or word format with title page and Chapters from introduction to conclusion only,excluding auxiliary pages like declaration,certificate, acknowledgement Table of contents, Appendices, References at the end	

	of chapters, Bibliography etc.	
19	Whether a copy of the publication (in a refereed journal approved by the UGC) on the Research topic or Acceptance Letter from the Journal submitted along with a certificate in this regard duly signed by the Supervising Teacher.	
20	Whether submitted presentation certificates in proof of two paper presentations in conferences/seminars duly certified by the research supervisor	
21	If the Abstract (Malayalam, Hindi, Tamil, Arabic, Sanskrit, Kannada etc) is in the same language whether the candidates submitted one additional copy of the same in English	
22	Whether submitted six month progress report approved by the Research Advisory Committee through the Research Centre as per clause 12.4 of 2022 regulation. (Copy of the Minutes of the Research Advisory Committee meeting should be enclosed.)	
23	1) Whether Attendance Certificate submitted for the period from the date of reporting the research centre to the date of pre-submission seminar, duly signed by the Research Guide and the Head of the Research Centre. 2) Attendance marked as 'on duty' should be supported by the documents with certification by the guide.	
24	Whether the candidate has produced NLC	
	a From the Department Library	
	b From the University Central Library	
	c From the Department concerned	
	d From the Hostel Warden	
	e From the IT Directorate (Thavakkara campus)	
25	Whether the title in the thesis is same as in the registration order. If No, attach the U.O. sanctioning the title change.	
26	Whether extension of date for submission is granted. if yes, attach the U.O. sanctioning the extension.	
27	Whether Guide has been changed, if yes, attach the U.O. sanctioning the Guide change.	
28	Whether there is Co-guide, if so, attach the U.O.	
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. Attach the pre-submission seminar proceedings with participants list.	

30	Whether the candidate has furnished declaration that the thesis has not been previously formed the basis for the award of any Degree/Diploma.	
31	Whether the Supervising Teacher has certified that the Thesis is a result of bonafide research carried out by the candidate.	
32	Whether Certificate of Originality is enclosed after plagiarism check through Turnitin Software in new format (format attached)	
33	Whether the Candidate has submitted an undertaking granting permission to the University and INFLIBNET, the non exclusive license to host the thesis, on University repository/Shodhganga platform under CC BY-NC license and to preserve as a part of back up.	

Verified and found correct

Assistant

SO

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DR