

Re-registration

(Defaulted fee payment)

1. Ph.D Various purpose form
2. Detailed fee statement countersigned by guide after verification
3. Pending fee + 50% fine (copy of chalan)
4. Processing fee **Rs.1000/-** for full-time
Rs.2000/- for part-time
5. Recommendation of doctoral committee with minutes
6. Copies of orders

Extension of period of research

(After period of research)

1. Ph.D Various purpose form
2. Required fee (**Rs.400/-** for 1st year, **Rs.200/-** for subsequent years) original chalan
3. Progress report of the work done so far from guide
4. Copies of orders
5. Recommendation of the doctoral committee with minutes

Change of guide

1. Ph.D Various purpose form
2. Required fee **Rs.300/-** original chalan (No fee required, if due to demise of guide)
3. Recommendation of the doctoral committee with minutes
4. NOC from present guide
5. Consent and proforma from the proposed guide
6. Copies of orders

Change of centre

1. Ph.D Various purpose form
2. Required fee **Rs.300/-** original chalan
3. NOC from present centre
4. Facility Certificate from proposed centre
5. Copies of orders

Change of topic

(allowed only within 1 year of registration)

1. Ph.D Various purpose form
2. Required fee original receipt **Rs.500/-**
3. Doctoral Committee recommendation with minutes
4. Copies of orders

Cancellation of registration

(have to refund fellowship amount if cancelling within the fellowship period)

1. Ph.D Various purpose form
2. Required fee (**Rs.200/-**)
3. Doctoral Committee recommendation with minutes
4. Copies of orders

Inclusion of co-guide

1. Ph.D Various purpose form
2. Required fee **Rs.250/-** original chalan
3. Doctoral Committee recommendation with minutes
4. Consent and Proforma from the proposed guide
5. NOC from guide
6. Copies of orders

Exclusion of co-guide

1. Ph.D Various purpose form
2. Required fee original receipt **Rs.250/-**
3. NOC from co-guide
4. Copies of orders

Modification of title

1. Ph.D Various purpose form
2. Required fee original receipt **Rs.300/-**
3. Statement from the guide that there is no change in the topic of research
4. Copies of orders

Special certificate

1. Ph.D Various purpose form
2. **Rs.100/-** original receipt

Extension of joining time

1. Ph.D Various purpose form (recommended by the guide & showing genuine reasons)
2. **Rs.250/-** original receipt

**Revival of registration
(After two years of extension)**

1. Ph.D Various purpose form
2. **Rs.2500/-**
3. Doctoral Committee recommendation with minutes
4. Copies of orders

Detailed fee Statement (Model)

Date of Chalan	Chalan Number	Amount	Purpose