

Circular: 2429

No: UE/CE/2018/ In continuation of circular No. UE/R/2018/2725 dated 29-06-2018 and circular No. UE/R/2018/2834 dated 09-07-2018, the Competent Authority has been pleased to approve following schedule regarding thesis submission/evaluation for candidates of MS/M.Phil. programs, session Fall 2016-2018:

SN	ACTIVITY	DUE DATE	
1.	Provision of Thesis to 1 st External Examiner by Controller of Examinations for Evaluation	08-10-2018	
2.	Submission of evaluation report by 1 st External Examiner on the prescribed performa	Within 01 month of Provision of Thesis to 1 st External Examiner by Controller of Examinations	
3.	Thesis Accepted by 1st External Examiner and VIVA VOCE Allowed		
	a.	Intimation to Concerned Director/Principal by Controller of Examinations to Conduct VIVA VOCE	Within 01 week of Submission of Evaluation Report by 1 st External Examiner
		Conduct of VIVA VOCE examination by Concerned Director/Principal	Within 01 week of Intimation by Controller of Examinations
	Major Changes suggested by 1st External Examiner		
	i.	Re-submission of Thesis by the candidate after Incorporation of Recommended Changes	Within 03 months of Submission of Evaluation Report by 1 st External Examiner
	ii.	Re-submission of one soft and four hard copies of the Thesis (after fulfilling all codal formalities) by the Director/ Principal to Controller of Examinations	Within 01 week of Submission of Thesis by the candidate after Incorporation of Recommended Changes
	iii.	Verification of Plagiarism/ Similarity Index Report by QEC	Within 01 week of Submission of one soft and four hard copies of the Thesis (after fulfilling all codal formalities) by the Director/ Principal to Controller of Examinations
	iv.	Provision of Thesis to 1 st External Examiner by Controller of Examinations for Re-evaluation	Within 01 week of Plagiarism/ Similarity Index Report by QEC
	Minor Changes suggested by 1st External Examiner		
	c.	Re-submission of Thesis by the candidate after Incorporation of Recommended Changes in accordance with examiner's comments and to the satisfaction of candidate's supervisor(s). The supervisor will submit the thesis to the Controller of Examinations with a certificate of Incorporation of Changes	Within 01 month of Provision of Evaluation Report by Controller of Examinations to candidate
	Thesis rejected by 1st External Examiner		
	i.	Provision of Thesis to 2 nd External Examiner by Controller of Examinations for Evaluation (after approval from Competent Authority)	Within 01 week of Submission of Evaluation Report (thesis rejection) by 1 st External Examiner
	ii.	Submission of Evaluation Report by 2 nd External Examiner on the prescribed performa	Within 01 month of Provision of Thesis to 2 nd External Examiner by Controller of Examinations
	iii.	a. Repeat Step mentioned at Sr. No. 3a OR 3b OR 3c (whichever applicable) with respect to 2nd External Examiner	
		b. Thesis rejected by 2nd External Examiner (degree will not be awarded)	

4.	Submission of Panel of External Examiners (duly approved by BoS) to Controller of Examinations for Evaluation of Thesis for candidates on 1st Extension.	01-01-2019
5.	Submission of one soft and four hard copies of the Thesis by candidates on 1st Extension (after fulfilling of all codal formalities) by the Director/ Principal to Controller of Examinations.	18-01-2019
6.	Verification of Plagiarism/ Similarity Index Report by QEC	04-02-2019
7.	Provision of Thesis to 1 st External Examiner by Controller of Examinations for Evaluation	11-02-2019
8.	Enrollment in the next semester (In case of non-submission of thesis within due date). Payment of fee and other formalities-for enrollment will be the obligation of concerned candidate	18-02-2019 to 22-02-2019
9.	Repeat Step mentioned at Sr. No. 2.	
10.	Repeat Step mentioned at Sr. No. 3a OR 3b OR 3c OR 3d (whichever applicable)	
11.	Submission of Panel of External Examiners (duly approved by BoS) to Controller of Examinations for evaluation of Thesis for candidates on 2nd Extension.	02-09-2019
12.	Submission of one soft and four hard copies of the Thesis by candidates on 2nd Extension (after fulfilling of all codal formalities) by the Director/ Principal to Controller of Examinations.	13-09-2019
13.	Verification of Plagiarism/ Similarity Index Report by QEC	30-09-2019
14.	Provision of Thesis to External Examiner by Controller of Examinations for Evaluation	08-10-2019
15.	Repeat Step mentioned at Sr. No. 2.	
16.	Repeat Step mentioned at Sr. No. 3a OR 3b OR 3c OR 3d (whichever applicable)	

- Note:**
- Supervisors should encourage earlier submission of thesis.
 - Copy of Concerned Regulations is enclosed.

Dr. Ijaz Ahmad Tatlah
Controller of Examinations

Copy for Information:

- PS to Vice Chancellor
- Registrar
- Treasurer
- All Directors/ Principals
- Resident Auditor
- Director QEC
- Deputy Director (Reg. / Mgt.)
- All Assistant Directors (Asmin/ Reg.)
- Office File

Dr. Ijaz Ahmad Tatlah
Controller of Examinations