APPENDIX-H

To be furnished by the Candidate & Supervisor

RANCHI UNIVERSITY, RANCHI

APPLICATION FORM FOR RE-REGISTRATION IN RESEARCH PROGRAMMES

Research programme (Please tick one): ☐ Ph.D. ☐ D.Litt. ☐ D.Sc.

Affix Passport Sized Photo here with Supervisor's Signature & Seal

Through the proper channel

To,

The Vice-Chancellor

Ranchi University, Ranchi

Subject: Application for Re-Registration in ..... Programme and for the Extension of the Registration Period for one year/two years.

Respected Madam/Sir,

I, ..., being a Ph.D./D.Lit./D.Sc./ Scholar registered in the Department of ..... in the faculty of ..... Ranchi University, Ranchi and my registration period expire/has expired on ....., most respectfully submitting this application for Re-Registration and Extension of the Registration period for two periods w.e.f. Date of expiry of the previous registration as per the provision.

1. Particulars of the applicant:

A. Full Name in Capital: .....

B. Address for correspondence: .....

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Cell No. ..... E mail: .....

C. Date of Admission in Research programme: ..... Date of Completion of Coursework.....

D. Date of Pre-Registration Seminar: ..... Registration No.: .....

Date of 1st Extension of Registration (if applicable) .....

E. Title of Thesis: .....

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F. Are you a recipient of any financial assistance in the form of a scholarship/stipend etc? If so, give details .....

G. Department ..... Faculty .....

H. Name of Research Supervisor: .....

Designation & posting of Research Supervisor: .....

I. Name of Research Co-Supervisor (if any): .....

Designation & posting of Research Co-Supervisor: .....

2. Period of Extension sought:

A. Extension applied for: ☐ 1st Extension of Two years ☐ 2nd Extension of Two years

B. Category for Extension: ☐ Ordinary ☐ Female ☐ PWD

3. Reason for Delay in Thesis Submission:

(Provide a detailed, honest account. Attach documentary evidence wherever applicable. Use additional sheets if required.)

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4. Current Status of Research Work and Proposed Timeline:

(Add rows as needed. Attach a separate sheet if required.)

S. No.	**Title**	**Status** (Complete/ In progress/ Pending)	**Expected date of completion**
1			
2			
3			
4			
5			

5. Publications (if any)**:**

(List all research papers published or accepted from this Ph.D. work, with full bibliographic details. Attach copies of published papers/acceptance letters.)

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6. Declaration by the Candidate:

a. I hereby declare that the particulars furnished by me are correct to the best of my knowledge and belief. I am aware that any incorrect information may lead to the cancellation of my registration.

b. I promise to abide by the rules and regulations of the university.

c. I have not submitted and will not submit any other degree based on this research work during the period of Re-Registration.

d. I shall comply with all conditions imposed by the University in connection with Re-Registration.

e. I understand that Re-Registration is a one-time facility and, if granted, the total period of registration (including Re-Registration) shall not in any case exceed the maximum permissible limit enumerated in the Ph.D. Regulation of the University.

f. I accept that failure to submit the thesis within the extended period shall result in the automatic lapse of my registration, without entitlement to any refund of fees paid.

Date: .....

Place: ..... Signature of the candidate

7. Certificate & Recommendation of the Research Supervisor

I certify the following:

a. The scholar has completed all the prescribed coursework requirements.

b. The scholar has been regularly appearing before the Research Advisory Committee and submitting six-monthly progress reports.

c. The research work is genuine and substantial progress has been made.

d. The following work remains to be completed:

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e. In my professional assessment, the scholar is capable of completing the thesis and submitting it within the extended period sought.

f. The delay in thesis submission is attributable to the following genuine reasons.

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g. There is no impediment to the continuation of my supervision of this scholar during the Re-Registration period, and I undertake to provide the necessary guidance.

I hereby provide my recommendation for the extension sought by the candidate on the registered Ph.D. research work leading to Ph.D./D.Litt. D.Sc. degree of the University.

Date: .....

Place: ..... Signature & Seal of the supervisor

PROCESSING OF THE APPLICATION

8. Forwarding note of the departmental Research Committee (DRC):

a. The Departmental Research Committee (DRC) of the Department of ..... considered the application for Re-Registration of Mr./Ms./Mrs. ..... (Ph.D. Reg. No. .....) at its meeting held on ..... at time.....

b. After examining the application, supporting documents, and the Supervisor's recommendation, and after [calling the scholar for interaction/based on the documents on record] (strike out as inapplicable), the DRC records the following:

i. Assessment of reasons for delay:

The DRC finds the reasons cited to be

☐ genuine and acceptable ☐ partially acceptable ☐ not acceptable

Specific observations: .....

.....

ii. Assessment of research progress: The DRC finds the progress of research work to be

☐ Satisfactory ☐ partially satisfactory ☐ unsatisfactory

Specific observations: .....

.....

iii. Feasibility of submission within the extended period:

The DRC observed that the research scholar can complete and submit the thesis within the extended period sought.

☐ DRC is satisfied ☐ DRC is not satisfied

c. Recommendation of DRC: The DRC recommends/does not recommend (strike out) the grant of Re-Registration for a period of ..... year(s).

Conditions, if any, imposed by the DRC.

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Name & Signature of DRC Members

1.

2.

3.

4.

Signature & Seal of Chairman, DRC

9. Forwarding note of the Dean of the Faculty.

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Signature & Seal of Dean of the Faculty

10. Forwarding note of the Research Development Cell (RDC).

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Signature & Seal of Director RDC, RU

11. Recommendation of the University Post Graduate Research Advisory Council (PGRAC).

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Signature & Seal of Member Secretary PGRAC, RU

ORDER OF THE VICE-CHANCELLOR

(For Office Use Only)

Considering the application for Re-Registration of Mr./Ms./Mrs. .....

Registration No. ..... and the recommendations of the DRC and the PGRAC, the Vice-Chancellor, Ranchi University, Ranchi, has given an order for the application for Re-Registration is as follows:

☐ Approved ☐ Rejected ☐ Approved with modification

i. Re-Registration approved for a period of 2 years.

ii. Extended registration valid from: ..... to .....

iii. Conditions imposed (if any): .....

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iv. Reason for rejection (if applicable): .....

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Signature & Seal of the Controller of Examinations
(For and on behalf of the Vice-Chancellor)

Date: .....

Seal of the University

Copies to: (1) Research Scholar; (2) Supervisor/Co-Supervisor; (3) Head of Department; (4) Dean; (5) Finance Section; (6) Office file.