Srinivas University
Standard Operating Procedure for Evaluation of D. Litt./D.Sc. Thesis

1. Checking Eligibility :

A committee of Vice-Chancellor, Research Director, and the Dean of the respective subject area have to check the eligibility by referring the Checklist & Application along with application fee receipt submitted by the candidate.

The committee should ensure that the (i) Candidate has completed at least 5 years after receiving Ph.D. degree by a UGC recognized - AIU member University and (ii) the candidate has published at least 10 scholarly published papers in ISBN journals as the first author. If candidate satisfy the conditions then Director shall make an arrangement for an interview of the Candidate with Chancellor for final approval.

Director shall send the consolidated report to the office of Registrar for providing D.Litt./D.Sc. Registration Certificate. Registrar will issue D.Litt./D.Sc. Registration Certificate to the candidate through Research Director.

The process should complete within 7 days after paying the application fee.

2. Submission of the Thesis :

The Research Director should ask the candidate in writing to submit the D.Litt./D.Sc. Thesis any time within one year after the registration date with payment of specified Course fees& Thesis evaluation fees. The candidate should submit 5 copies of Thesis& 5 copies of final Synopsis in the specified format along with a digital copy in a Pen Drive along with Course Fee payment receipt copy and a list of min. **Nine Adjudicators**of Professor/Directors cadre(3 from the State, 3 from other States, and 3 from other countries) in a closed envelope to Research director. The candidate also has to submit printed copy of at least one scholarly research paper published in a ISBN Journal as Post Doctoral Fellow of Srinivas University. Research Director shall give an acknowledgement for submission to the Candidate. The Research Director should check the Thesis and Final Synopsis for the format and Plagiarism and fill the **Thesis Evaluation Request format** and submit it to Registrar (Evaluation) along with Four printed copies of Thesis, four copies of Final Synopsis, one digital copy of the Thesis, and closed envelope containing **Adjudicators**list and collect a signed acknowledgement.

The process should complete within 7 days after submission of the Thesis& Final Synopsis along with necessary Course & Thesis Evaluation fee.

3. Evaluation Stage :

The Registrar (Evaluation) after receiving theThesis, Final Synopsis, list of & Research Director's Report in a specified format along with copies of Fee receipts, has to identify the evaluators with the help of the Chancellor. Director should scrutinise the Examiner panel with the help of Corresponding Dean of the College before sending to the Registrar(Evl). Chancellor will mention the sequence of evaluators from the State, Outside the State, and from foreign countries. Accordingly, the Registrar (Evaluation) will contact the marked evaluators,one from each category to get their consent for evaluation through e-mail by mentioning the remuneration to be paid for the evaluation. This

process should be completed within 10 days after the Thesis forwarded to the Registrar (Evaluation office). Once evaluator is accepted for evaluation, the Thesis can be sent to them either softcopy or printed copy. Maximum 30 days can be allocated for the submitting evaluation report in a pre-determined format. If all the evaluator recommends as commendable, the consolidated report shall be submitted for Director. The progress in evaluation should be communicated for every 40 days to the Vice-chancellor and Director after submission of Thesis for evaluation.

4. Final Presentation: Director Make an arrangement to conduct the Final Presentation by consulting with the Candidate, Corresponding Dean, Chancellor, Pro Chancellor, Vice Chancellor and Registrars. Director Send the Consolidated Report to Registrar to Take the approval in Board Of Management Meeting**.** Finally, Director will make the Award Notification. Registrar (Evl) shall issue the Provisional Degree Completion Report based on Notification.

5. Fee Structure:

(1) Application fee = Rs. 2,000 /$ 200

(2) Registration Fee = Rs. 20,000 / $ 1,000

(3) Course Fee = Rs. 1,00,000 / $8,000

(4) Thesis Evaluation Fee = Rs. 30,000 / $1,000

(5) Provisional Certificate Fee = Rs. 2,000/$500

(6) Convocation Certificate Fee = Rs. 10,000/ $500

(7) Special Fee for Condonation of time duration = Rs. 10,000 / $500 per year.

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