

Check list of documents to be submitted at the time of submission of Thesis

1. Registration fee receipts for 2nd, 3rd year of PhD Programme for students admitted prior to 2019.
2. Registration fee receipts for each year till submission of thesis of PhD Programme for students admitted from July 2019 onwards.
3. Certificate of completion of Course Work
4. Grade Card
5. Approval letter of RC / RCSC regarding topic and supervisor
6. Certificate of six monthly progress reports
7. Certificate of Originality of Research by the candidate along with the signature of the supervisor and co-supervisor if any (to be attached with thesis) and forwarded by the Director of the School concerned.
8. Certificate of at least two paper presentation in seminars/conference with proofs
9. Certificate of at least one publication of paper in refereed journal with proof
10. Certificate of completion of pre-submission seminar with minutes of relevant DRC
11. Student have to submit 5 hard copies of the summary of the thesis at least 45 days before the submission of thesis to his research supervisor. The research supervisor shall forward it along with the list of evaluators (signed and stamped by Research supervisors) along with the minutes of SB to the Research Unit through Director of the School concerned.
12. Four hard copies in Maroon Colour with material in Golden colour (Typed / word processed on both sides of the paper in one and half line space; Font size: 12 Times New Roman or Calibri font type, Hindi Font size 14. Margin 1.25 inch from all four sides)
13. One copy in electronic form (chapter wise segregated with 80 recommendations in pdf format along with a complete pdf and doc files of thesis).
14. Student approval form for uploading of thesis on Shodhganga
15. Certificate of self exclusion of self published work
16. Co-authors' Certificate for Inclusion of Published Works in Thesis
17. Anti - Plagiarism Report
18. Certificate regarding submission of the books / periodicals etc. in the Library of the University purchased by them for research work out of the

contingency amount. (for fellowship holders only)

19. Certificate regarding submission of non-consumable items in the School purchased by them for research work out of the contingency amount. (for fellowship holders only)

**INDIRAGANDHINATIONALOPENUNIVERSITY
RESEARCH UNIT**

CERTIFICATE OF PUBLICATION OF PAPERS

This is to certify that Mr./Ms. _____
pursuing PhD Programme in _____
with Enrolment Number _____ has the
following Publications/Letters of Acceptance in the Journals mentioned thereby
fulfilling the Programme requirements :

Sl. No.	Title of the Paper	Publication Details
1.		
2.		

Date:

Research Supervisor

Research Programme Coordinator

**INDIRAGANDHINATIONALOPENUNIVERSITY
RESEARCH UNIT**

CERTIFICATE OF COMPLETION OF COURSE WORK

This is to certify that Mr./Ms. _____
pursuing PhD/MPhil Programme in _____
with Enrolment Number _____ has completed the following
Course Workthereby fulfilling the Programmerequirements :

Sl. No.	Course Title	Course Credits
1.		
2.		
3.		
4.		
5.		
6.		

Date:

Research Supervisor

Research Programme Coordinator

**INDIRAGANDHINATIONALOPENUNIVERSITY
RESEARCH UNIT**

CERTIFICATE OF COMPLETION OF PRE-SUBMISSION SEMINAR

This is to certify that Mr./Ms. _____
pursuing PhD Programme in _____
with Enrolment Number _____ has made his/her presentation
in the pre-submission seminar held on _____ thereby
fulfilling the Programme requirements.

Date:

Research Supervisor

Research Programme Coordinator

**INDIRAGANDHINATIONALOPENUNIVERSITY
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CERTIFICATE OF ORIGINALITY OF RESEARCH
(To be attached with the Thesis/Dissertation)

This is to certify that the thesis entitled
_____ submitted by Smt./Km./Shri
_____ is her/his original Research Work
and has not been presented for the award of any Degree elsewhere.

Date :

Research Supervisor

**INDIRAGANDHINATIONALOPENUNIVERSITY
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PROGRESS REPORT FOR MPhil AND PHD STUDENTS

(To be submitted on Six Monthly basis after Admission)

Progress Report for the Period _____

- (1) Name and Enrolment Number :
- (2) Address :
- (3) Mobile Number :
- (4) Email ID :
- (5) Discipline and School :
- (6) Month of MPhil/PhD Registration and Cycle :
- (7) Topic Approved for MPhil/PhD :
- (8) Name of the Research Supervisor/s :
- (9) Status of PhD Research : (Progress of the Research in terms of Problem Formulation, Pilot Study, Field Work, Experimentation, Data Collection, Data Analysis, Report Writing, etc. may be given – use more space as needed)

- (10) Details of Course Work undertaken
 - (i) Course work Assigned with Credits:
 - (ii) Course work Completed with Credits:
- (11) Teaching Activities undertaken: (Participation in Writing and Editing ODL Study

Materials, Academic Counseling, Evaluation, Teleconferencing, IRC,etc. may be given – use more space as needed.)

(12) Participation in seminars, conferences during the period under report-use more space as needed

(13) Presentation of papers in seminars/conferences during the period under report-use more space as needed

(14) Publications during the period-use more space as needed :

(i) Professional:

(ii) General:

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RESEARCH UNIT**

REGISTRATION FORM FOR 2ND AND 3RD YEAR FOR PHD PROGRAMMES

- (1) Name and Enrolment Number
- (2) Address
- (3) Contact Number
- (4) E-mail ID
- (5) Discipline and School
- (6) Topic of PhD Research
- (7) Demand Draft Number/ Online fee payment receipt screenshot, Date
- (8) Bank Issuing Demand Draft
- (9) Indicate if the fees is for 2nd or 3rd Year

Date :

Signature of the Candidate

Full Name of the Candidate

Encl. : Demand Draft along with this Application Form / screen shot of online payment receipt.

Please super-scribe the Envelope "**Registration Fee for 2nd/3rd Year**" as the case may be.

**INDIRAGANDHINATIONALOPENUNIVERSITY
RESEARCH UNIT**

CERTIFICATE OF SUBMISSION OF PROGRESS REPORTS

This is to certify that Mr./Ms. _____
pursuing PhD Programme in _____
with Enrolment Number _____ has submitted the
Progress Report as detailed below :

Sl. No	Period of Report	Date of Submission
1.		
2.		
3.		
4.		
5.		
6.		

Date:

Research Supervisor

Research Programme Coordinator

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

School of _____

Date _____

Certificate of submission of the Books/Periodicals in the Library of the University
(For Research Scholar availing fellowship only)

This is to certify that, I _____ (name of the research scholar), Enrollment Number _____ completed Ph.D/M.Phil in _____ (discipline), (Full-Time), School of _____, IGNOU. Vide letter no. _____(Ref.No./F.No.) dated _____ issued by the _____ (name of the funding agency), I am also an awardee of _____ (Name of the Fellowship),

I have submitted my thesis/dissertation to the School on _____.

I hereby declare that, I have purchased/not purchased the books/periodicals (as per the list attached) etc. out of the contingency amount released by the funding agency for my research work. I further declare that, I have submitted the books purchased by me out of the contingency amount to the Library, IGNOU.

Signature: _____

Name of the Research Scholar _____

Mobile No. _____

1. Certified that Mr./Ms. _____ has purchased/not purchased the books/periodicals etc. for research work out of the contingency amount released by the funding agency (list attached).
2. He/She has submitted the said books purchased by him/her in the library, IGNOU. Necessary entries of the same have been made in the concerned register.

(Research Supervisor/Programme Coordinator)

(Director of the School)

(Librarian, IGNOU)

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

School of _____

Date _____

Certificate of submission of Non-Consumable Items in the School
(For Research Scholar availing fellowship only)

This is to certify that, I _____ (name of the research scholar), Enrollment Number _____ completed Ph.D/M.Phil in _____ (discipline), (Full-Time), School of _____, IGNOU. Vide letter no. _____ (Ref.No./F.No.) dated _____ issued by the _____ (name of the funding agency), I am also an awardee of _____ (Name of the Fellowship),

I have submitted my thesis/dissertation to the School on _____.

I hereby declare that, I have purchased/not purchased the non-consumable items (list attached) out of the contingency amount released by the funding agency for my research work. I further declare that I have submitted the said non-consumable items purchased by me to the School of _____.

Signature: _____

Name of the Research Scholar _____

Mobile No. _____

1. Certified that, Mr./Ms. _____ has purchased/not purchased the non-consumable items out of the contingency amount released by the funding agency for research work (list attached).
2. He/She has submitted the said non-consumable items purchased by him/her in the School, Necessary entries of the same have been made in the concerned register.

(Section Officer/Asstt. Registrar)

(Research Supervisor/Programme Coordinator)

(Director of the School)