

**OFFICE OF THE REGISTRAR**

SU/Reg./Notification/2023/004

January 12, 2023

**Notification**

To supplement the 'Comprehensive Research Policy' issued vide SU/Reg./Notification/2021/88 dated July 9, 2021, the following processes shall be effective forthwith:

- The HoD/Dean should ensure proper transfer of Ph.D. students, Seed Fund project, External agency funded project (both Government & Non-Government), Consultancy work while processing No Dues form, before relieving a faculty member.
- Allotment of a new Supervisor to a Ph.D. student shall be done, before processing the No-Dues Form and relieving of a faculty member, with the approval of the Vice Chancellor on the recommendations of the concerned HoD/Dean and the Dean Research. Similar procedure is to be followed for allotment/inclusion of Co-supervisor on the prescribed format, as provided by the Office of Dean Research. Co-supervisor shall be allotted only when, the Supervisor so desires in case of multi-disciplinary research.
- In case, a Supervisor is transferred to another Department/School of the University, the affiliation of Ph.D. research plan will continue to remain with the parent department and the same supervisor will continue till the completion of thesis research work as hitherto. In such cases, inclusion of a Co-supervisor will be done, if so desired by the Supervisor.
- Ph.D. students undertaking multi-disciplinary research may be allotted a Supervisor from other department / school based on the eligibility criteria & domain knowledge, but the student shall be registered with the parent department (Example: A Ph.D. student of Medical School working on AI in Medical Imaging may be allotted a Supervisor from a School, other than the Medical School. However, the student shall be registered under Medical School). In such cases, a Co-supervisor may be allotted from parent department.
- Under exceptional circumstances, when the concerned HoD/Dean of a School fails to sign the Certificate for Bonafide Research Work, required for thesis submission, the Dean Research is authorized to sign such certificate to avoid any delay in submission of thesis, subject to the approval of thesis work by External Expert during Pre-PhD thesis submission presentation.
- Ph.D. stipend (Fellowship & Teaching Assistantship) shall be released to the eligible students on the recommendation of Ph.D. Supervisor and verification of duly completed fellowship form by Office of the Dean Research.

*This bears approval of the Competent Authority.*

  
(Vivek Kumar Gupta)  
Registrar

To:

- Prof. (Dr.) Bhuvnesh Kumar, Dean (Research)
- Prof. (Dr.) Shabnam B. Grover, Dean (Research) Medical wing

Copy for kind information:

- Chancellor/ Pro-Chancellor/ ED
- Vice-Chancellor
- Advisor
- All Deans
- Controller of Examinations/ Finance Officer/ Chief Proctor
- All Directors
- All Administrative Heads of the respective Departments and Schools.
- Notification file