



**CENTRE FOR RESEARCH
ANNA UNIVERSITY
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CIRCULAR

The supervisors are requested to send the DC/MC minutes for extension of time for those scholars who are completing the maximum period of 6 years in the case of Ph.D. and 4 years in the case of M.S. (By Research) as on 31.12.2011. Those scholars (Ph.D. and M.S.) who have already obtained extension of time till December 2011 for submission of Thesis shall also apply for further extension, if necessary, with specific reasons and recommendation of the DC/MC members. However, such Extension of time is permissible only up to 2 years (**six months at a time**) for Ph.D. programme and 1 year (**six months at a time**) in the case of M.S. (By Research) programme beyond the completion of normal maximum period.

The DC/MC shall recommend for extension with specific reasons and duly signed by all DC/MC members (in the prescribed format) and the same should be forwarded by the concerned Head of the Department/Director of the Centre. **The last date for submission of such minutes of DC/MC to the Director, Centre for Research is 21.12.2011.** Otherwise the scholars will not be permitted to pay the fees for January 2012 session and **the registration of such scholars shall be cancelled and the name will be removed from the rolls without any further notice.**

**Sd/-
DIRECTOR**

ANNA UNIVERSITY :: CHENNAI 600025

CENTRE FOR RESEARCH

Ph.D./M.S.	FT / PT
Reg. No.	

**MINUTES OF THE DOCTORAL/MONITORING COMMITTEE MEETING FOR
EXTENSION OF TIME (SIX MONTHS AT A TIME).**

The Doctoral/Monitoring Committee Meeting of the Ph.D. / M.S. (By Research) Scholar,
Mr. /Ms. _____ Reg.No. _____ was held on _____ at
A.M./P.M. in the Department of _____

The following members were present

1. _____ (Supervisor & Convener)
2. _____ (Joint Supervisor, if applicable)
3. _____ (Member)
4. _____ (Member)
5. _____ (Research Co-ordinator, if applicable)

The Doctoral/Monitoring Committee reviewed the work of the scholar and the Committee felt that the scholar has to do a few more experiments and interpretation of results/consolidation of the data/publication in journals/preparation of Synopsis and Thesis.

Hence the committee recommends that the scholar may be sanctioned **6 months extension** of time from January 2012 to June 2012 beyond the maximum period/extension already granted till 31.12.2011.

Member
(Signature with Name)

Member
(Signature with Name)

Supervisor
(Signature with Name and seal)

Research Co-ordinator
(Signature with Name)
(if applicable)

Joint Supervisor
(Signature with Name and seal)
(if applicable)