Dr. V. RAMAMURTHI
DIRECTOR

CIRCULAR


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The Supervisors who conduct the Viva-Voce Examination for their scholars are requested to adhere to the following norms strictly in addition to the existing practice.

(i) The Viva-Voce examination should be conducted only on a working day.

(ii) The Viva-Voce Examination venue should be in the department where the Supervisor is working at the time of Viva-Voce Examination.

(iii) While claiming TA / DA for Examiners who perform journey by Air, the Boarding Pass of the onward journey has to be attached with the attested xerox copy of the Air Ticket and for the return journey by Air, the e-ticket / xerox copy of Air ticket duly endorsed by the supervisor is required for audit purpose.

(iv) The minutes of the Viva-Voce board should be forwarded by the Supervisor through the Head of the Department of the Supervisor.

Any non-compliance of the above norms will lead to unnecessary delay and hardship to the research scholar.

The Heads of the Department are requested to kindly circulate the copies of this circular to all supervisors concerned.

DIRECTOR (RESEARCH)

To

1. All Supervisors / HODs / Directors / Deans
2. All the Regional Directors (Research) / Principal
   Govt. College of Engg.-Salem, Govt. College of Tech. -Coimbatore,
   Govt. College of Engg.-Tirunelveli and A.C.College of Engg & Technology, Karaikudi