

Assam Rajiv Gandhi University of Cooperative Management (ARGUCOM)

(A Govt. of Assam University)

Recognised by UGC and member of Association of Indian Universities Basic Tini Ali, Gadadhar Nagar, Joysagar, Sivasagar

Flow Chart for the entire PhD programme

Common Advertisement for PhD by Dean (i/c)/Academic Registrar

Application received by respective departments/schools

Applications scrutinized by respective departments/schools

Selection process by SRC: Exam, Interview & Presentation conducted by SRC & assignment of guide

Submission of selected candidate list to the Dean/Academic Registrar for admission process: admission after obtaining approval from VC

Meeting for preliminary registration at VC office, convened by Dean/Academic Registrar (Fees Clearance)

Notification & sending of preliminary registration to the candidate by Dean (i/c)/Academic Registrar

Organization and conduct of PhD Course work by the department/school in coordination with Dean (i/c)

Conduct of course work examination by the department/school & issue of marksheets by COE & VC

Completion certificate by Dean (i/c) & VC

Periodic review of the progress by SRC (All the progress report must be recorded by SRC)

Application for final registration by the candidate (Fees clearance)

Presentation of final registration viva in front of SRC

Recommendation of final registration by SRC

Meeting for final registration at VC office, convened by Dean Academic Registrar. Invitees will be guide/HOD (School-wise)

Notification and sending of final registration to the candidate by the Dean

Periodic progress assessment by SRC (The candidate needs to submit the six-monthly progress reports and present their work before SRC every six months. Additionally, if SRC decides for additional presentations, it may be done on a monthly or once in two months or as decided by SRC)

Pre submission Viva conducted by SRC & issue of letter for allowing candidates to submit the hard copy of the thesis to the Dean/Academic Registrar (Total Fees clearance)

Processing of Thesis examination by Dean/Academic Registrar (Obtaining list of 10 no.s of examiners from the guide, obtaining VC approval for the final panel of experts)

Communication of the report of the experts to the respective guide & concerned HOD for necessary action (if accepted)

Final Defense Open Viva-voce organized by HOD in consultation with guide & expert & recommendation of the PhD evaluation committee for award of PhD degree

Placing the matter to the VC for placement in the EC for the approval

Award of PhD Degree Certificate by the University

Vice Chancellor

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