

ಬೆಂಗಳೂರು
ನಗರ ವಿಶ್ವವಿದ್ಯಾನಿಲಯ



BENGALURU
CITY UNIVERSITY

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NO:BCU/Ex.Br./Ph.D./DC/2022-23|2497

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CIRCULAR


Sub: - Submission of Half yearly Progress Reports by the Research Scholars,
Duties of Research Advisory Committee and Doctoral Committee – reg.

This is to inform all the Research Scholars, Research Supervisors and Chairperson of the Bengaluru City University that each of them the Doctoral Degree programme of Ph.D. Regulation of 2016. As per the Regulation 14 says that:

- 14.1 After the completion of the course work and confirmation of the registration, every Ph.D. candidate shall submit a half-yearly progress report regularly in the month of January and July to the Registrar (Eval) through the concerned Research Supervisor and forwarded by the Chairperson of the university P.G Department / Principal of a constituent College/ Head of the recognized research centre.
 - 14.1.1 All the Ph.D. candidates (including those attached to research supervisors in the research centers) shall present the progress report once in six months before the Research Advisory committee (RAC) in the University P.G Department. This is mandatory for all the Ph.D. candidates.
 - 14.1.2 Submitting the half-yearly progress reports within the deadline (see Clauses 14.1.1 – 14.1.10) is the responsibility of the Ph.D. candidate.
 - 14.1.3 Every six months the research supervisor has to forward the progress report of the candidate for presentation before the RAC, irrespective of the progress made by the candidate. The RAC shall assess the progress made by the candidate. The research supervisor shall certify to the progress of the candidate in the slot provided for in the synoptic Progress Report format, even if the progress is not satisfactory. In case the progress is not satisfactory an explanation has to be provided by the research supervisor (see Appendix: 8)
 - 14.1.4 The half-yearly progress reports shall be submitted by the candidate by the 15th January and 15th July respectively every year.

- 14.1.5 Once the progress reports have been received by 15th January, the Chairperson of the University P.G Department shall arrange for the presentation of all the progress reports by 15th February, to enable the University to process all the files and conduct the Doctoral committee meeting in the months of March-April every year.
- 14.1.6 Likewise once the progress reports have been received by 15th July, the Chairperson of the University P.G Department shall arrange for the presentation of all the progress reports by 16th August, to enable the University to process all the files and conduct the Doctoral committee meeting in the months of September-October every year.
- 14.1.7 Any progress report submitted after the deadlines as stipulated from Clauses 14.1.1 to 14.1.6 shall not be received and/or considered.
- 14.1.8 The half-yearly progress report should cover aspects such as: the review of literature, new data collected, research techniques developed, libraries visited, research publications if any, discussion of the work done including findings, etc.
- 14.1.9 The candidate has to fill up the synoptic progress report, as per the format provided in Appendix- 8. The entries made by the candidate in the synoptic progress report format have to be substantiated in the detailed progress report, which shall be attached to the synoptic progress report format.
- 14.1.10 After the presentation of the progress reports, the Chairperson of the University P.G. Department shall send all the reports along with the proceedings and the attendance extract to the Registrar (Eval.)
- 14.2 If a candidate fails to submit two consecutive half-yearly progress Reports on time and/or if the progress of the candidate is not satisfactory for two half-year periods.
 - 14.2.1 The Doctoral Committee can recommend to the University for cancellation of the registration in consultation with the concerned research supervisor.
 - 14.2.2 Before cancellation, a show-cause notice shall be issued to the candidate within one month after the Doctoral Committee meeting.
 - 14.2.3 If the candidate fails to reply to the show cause notice within one month after receiving the notice (by post/e-mail) the registration shall stand cancelled (a copy of the show cause notice shall also be sent to the concerned research supervisor and the Chairperson of the University Department).

It is required to follow the above by the Research Scholars/ Research Supervisor/ Chairperson/ Principals of the Recognised Research Centers without fail.


Registrar (Evaluation)

Registrar (Evaluation)

Bengaluru City University
Central College Campus
Bengaluru - 560 001

To.

1. All the Research Scholars of Bengaluru City University.
2. All the Chairperson of PG Department of University / Principals of the Recognised Research Centers.

Copy to.

1. P.S. to V.C / Registrar / Registrar (Evl), Bengaluru City University.
2. Office Copy.