



**CHECK LIST WHILE SUBMITTING THE PROCEEDINGS OF
THE VIVA-VOCE EXAMINATION**

Ph.D.	FT / PT
Reg. No.	

01.	Original Proceedings of the Viva-Voce Examination signed by all the members of the Oral Board	YES / NO
02.	Attendance / Participants list (Original)	YES / NO
03.	Covering letter duly signed by the Supervisor	YES / NO
04.	Notification (Copy)	YES / NO
05.	Communication sent – Notification Hard Copy (Enclose the list of Internal Communications with Seal and Signature)	YES / NO
06.	Communication sent – Notification Hard Copy (Enclose the list of External Communications with postal receipts)	YES / NO

Signature of the Supervisor

Verified Checked and found correct

Controller of Examinations