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**ACADEMY OF MARITIME EDUCATION AND TRAINING (AMET) DEEMED TO BE UNIVERSITY**

**(Declared u/s 3 of UGC Act 1956)**

**PROFORMA FOR REQUISITION OF CONDUCTING DOCTROAL COMMITTEE (DC) MEETING**

**(Applicable for the candidate’s registered before after 2016)**

**Name of the Supervisor :**

**Department :**

**Name of the PhD scholar :**

**Date and No of PhD Registration :**

**Proposed PhD topic :**

**Approved DC members**

|  |  |  |
| --- | --- | --- |
| **Member** | **Name and address** | **E mail and Mobile Number** |
| Supervisor/Convener |  |  |
| HoD/Internal Member |  |  |
| External Member |  |  |
| Dy. Director Research (PhD programme) |  |  |

**Requested DC meeting : 1st DCM/2nd DCM/3rd DCM/Synopsis Meeting/Others**

**Declaration from the Supervisor for fulfillment of necessary requirements (Tick the applicable ones)**

|  |  |  |
| --- | --- | --- |
| **1st DCM** | **2nd DCM** | **3rd DCM/Synopsis** |
| Provisional Registration order | Completion of Course works | Registration Confirmed |
| Payment of Admission Fee | Payment of I and II year Fee | Payment of III Year Fee |
| Work Proposal submission | 2 Half yearly progress reports | 6 HY progress reports |
| Consent of DC members | One Conference Participation | One Conference paper |
|  | One paper in SCOPUS | Two papers in indexed journals |
|  | Fulfilled 1st DCM reports | Fulfilled II DCM reports |
|  |  |  |

**I declare that the candidate ……………………………………………………..has fulfilled all the above mentioned requirements and the conduct of DC meeting may be approved.**

**Signature and Seal of the Supervisor/Convener Date:**

**(Office Use only)**

**Requirements verified : Fulfilled/Not fulfilled**

**Any pending requirements :**

**Recommended/ Not recommended** for conduct of DC

Deputy Director Research PhD Programme