



PROFORMA FOR CHANGE OF Ph. D. THESIS SUPERVISOR

DTU Ph.D. Ordinance R.7.5 “Appointment of Supervisors/Joint-Supervisors and Caretaker-Supervisor for Ph.D. students: An academic staff appointed as a Ph.D. supervisor is normally expected to be available to a research scholar in the University till the oral defence of his doctoral thesis work. However, under unavoidable circumstances, such as: long leave of more than 12 months; resignation; retirement; or death; a supervisor may not be available to the scholar. In such special cases, appointment of supervisor(s) will be regulated as Point 7.5 (I), Point 7.5 (II), Point 7.5 (III) and Point 7.5 (IV).

A. TO BE FILLED BY THE RESEARCH SCHOLAR

Name of the Scholar:	
Registration No.:	
Department:	
Discipline:	
Type of Programme: (Full Time/Part Time)	
Date of Joining Ph.D. Program:	
Date of SRC/Comprehensive Examination:	
Reason for Change of Supervisor: (Attach separate sheet if required)	
Details of Journal and Conference papers communication/presented revised/published during the period of Ph.D. tenure (Details of authors, title, Journal, Volume, year, Page Number, etc.)	
1.	
2.	

B. DETAILS OF EXISTING SUPERVISOR

Name:	
Designation:	
Department and University/Institute:	

C. DETAILS OF EXISTING SUPERVISOR

Name:	
Designation:	
Department and University/Institute:	
Address for Correspondence:	
Mobile No:	
E-mail:	

Place and Date: _____

Signature of the Scholar: _____



D. TO BE FILLED BY THE PROPOSED SUPERVISOR:

Name:		
Designation:		
Highest Qualification:		
Department and University/Organization/Institute:		
Address for Correspondence:		
Phone No.:		
Email:		
Field of Specialization:		
Total Experience (Yrs.):	i) Teaching _____	ii) Research _____
Publications:	i) International _____	ii) National _____
Number of PG/Ph.D. student guided:	i) Ph.D. _____	ii) PG _____
No. of research candidates* presently enrolled with the proposed supervisor within the University:	Sole Supervision _____ Joint-Supervision _____ Outside University _____	
List of Enclosure (if any):	a) _____ b) _____ c) _____ d) _____	

Place and Date: _____

Signature of the proposed Supervisor _____

E. CONSENT OF EXISTING SUPERVISOR(S)

I/We the undersigned(s) have carefully gone through the proposal of the research scholar for **change** of thesis supervisor as detailed above. In this reference, I/We hereby offer our consent.

Supervisor	Joint-Supervisor-I (if any)	Joint-Supervisor-II (if any)
Name:	Name:	Name:
Designation:	Designation:	Designation:
Department: University/ Institute:	Department: University/Institute:	Department: University/Institute:
Signature:	Signature:	Signature:
Date:	Date:	Date:



APPROVAL OF DEPARTMENTAL RESEARCH COMMITTEE (DRC)

(To be filled by Chairperson, DRC)

The DRC in its meeting held on dated _____ considered the application and

*Approved / Rejected the Change of Supervisor in respect of Mr./ Ms. _____

Registration No. _____

Further, the DRC certifies that the change has been Approved / Rejected in accordance with the ordinance and the incoming supervisor fulfills / does not fulfill all the laid down guidelines thereof in terms of eligibility and distribution of scholars.

Remarks (if any): _____

Signatures of DRC Members:

1.	2.	3.
4.	5.	6.
7.	8.	9.
10.	11.	12.

Date: _____

Signature of HoD: _____ Signature of Chairperson, DRC: _____

*The Approval/Rejection of DRC is to be supported by DRC meeting minutes.
