

Guidelines for Thesis Submission

- A.** The Thesis would be accepted
- a. Last 7 days of every month. However, the Thesis would be accepted on the next working day in case the last day of submission happens to be a holiday at Singhania University.
- B.** The Researcher would be required to adhere to the following standards for submission of PhD Thesis :

Spiral Binding not allowed.

- Preferred 12 font sized typing
- Preferred Printing either in Times New Roman or Arial font
- Preferred 1.5 spacing
- Margins :
 - Left : 1.5 inches
 - Right : 1.0 inches
 - Top : 1.25 inches
 - Bottom : 1.25 inches

Following documents should be submitted at the time of submission

- No dues certificate.
- Provisional Registration Letter
- Course work certificate
- Ph.D Seminar Certificate
- Synopsis Approval Letter from research board
- Correctness of thesis title as approved by the research board.
- Outlines of proposed research work
- Submission of 5 hard bound copies and 5 soft copies(in a single PDF file) in a CD, of the thesis
- Submission of 5 copies (Hard& Soft) of synopsis.
- Submission of 5 copies (Hard & Soft) of Summary (Abstract)
- Necessary instructions for title page and certificate if followed or not
- Sealed envelope containing names, communication details and brief bio-data of at least 7 Eminent as prospective thesis examiners given by the supervisor

- Two papers to be published compulsory in the reputed international journals, copy of that needs to be enclosed.(Hard & Soft)

Note :-

1. Binding one Master copy of thesis including all the document as under:
 - i) Certificate by Supervisor. (As per appendix - II)
 - ii) Declaration by Scholar. (As per appendix - VII) (On 10 Rs. Non Juridical Stamp)
 - iii) Details of Supervisor (As per appendix - VI)
 - iv) Provisional Registration Letter
 - v) Synopsis approval letter
 - vi) Outlines of proposed research work. (As per appendix - I)
 - vii) A copy of Synopsis
 - viii) A copy of Summary
 - ix) copy of Journals (Zerox)
 - x) No Dues Certificate/ Bank Fee Receipt (As per appendix - XI)
 - xi) **Seminar/Conference Certificate (Zerox)**
 - xii) **Information as per Appendix IX in Appendices File**
 - xiii) **Self attested copy of certificates (Matriculation to Post Graduation)**
 - xiv) **2 Photos**
2. Spiral Binding not allowed.