**Proforma–IX a**

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**HoD**

KU/Ph.D/SYN/ /2016

Date

To

1. Representative 1
2. Representative 2

Sir / Madam,

**Sub.: Synopsis Viva-voce for Candidate Name - Ph.D. Scholar – reg.**

You are nominated by the HoD to be present at the Synopsis Viva of Candidate Name Reg.No.\_\_\_\_\_\_\_ which is to be held on Dateat Timein the Venue.

A draft copy of the Synopsis and format for the report are enclosed herewith.

Kindly give a written report to the undersigned and mark a copy to the Supervisor.

 **HoD**

Encl.: Draft copy of the Synopsis.

Copy to:

 The Supervisor

 Program Coordinator

Coordinator – Academic Research

(**Note: HoDs shall nominate representatives for the synopsis DC of a scholar only after submission of the checklist – Proforma IX**)

**REPORT ON Ph.D. SYNOPSIS VIVA VOCE**

**Submitted to the Head of the Department**

|  |  |
| --- | --- |
| **Name of Nominee:** |  |
| **Department:** |  |
| **School:** |  |
| **Name of the Ph.D. Scholar with Registration Number:** |  |
| **Date, Time and Venue of Synopsis Viva Voce:** |  |
| **Total Number of Participants present for the Synopsis Viva Voce:** |  |
| **Duration of the Synopsis Presentation (indicate start time and end time)** |  |
| **Duration of the Question & Answer session (indicate start time and end time)** |  |

**Report: .......................................................................................................................................**

 **........................................................................................................................................**

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**Date:…………………… Signature: ………………………………...**

**Name : ……………………………………**

***Note:***

1. ***This report has to be sent to the Office of Academic Research through the HoD within two days after the Synopsis viva***
2. ***A copy of this report has to be given to the Supervisor of the Ph.D. Scholar***