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CIRCULAR

Sub: Modus operandi for sending Ph.D. theses to examiners – reg
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The Senate at its 295th meeting held on 28.02.2022 approved the modified procedure for sending Ph.D. thesis to the examiners.

A two-track policy will be followed for thesis evaluation.

(i)   **Track 1**: For scholars who have high-quality published work which is more than the norm for the research area. The scholar must be the primary contributor to the papers, and this should be evident in terms of authorship as first author, or equally credited author. The publications must be in good venues. 70% or more of the thesis must have already been published (or accepted) for publication.

(ii)   **Track A**: For scholars who have published work which is considered normal for the research area.

The decision for a thesis to qualify for track-1 evaluation will be made at the thesis-submission approval meeting, which replaces the erstwhile synopsis meeting. Scholars will circulate their thesis, which should be ready to be sent out for examination, to their DC members and the sectional observer at least a week before the thesis-submission approval meeting. The expectation is that the quality of the publications and thesis are such that it should be accepted as is, or with very minor editorial corrections.

The guide should identify thesis examiners and get their email concurrence before the thesis-submission approval meeting. The guide can use the thesis abstract, as well as a list of the scholar's published work as inputs to potential examiners to help decide on accepting to review the thesis.

The decision to qualify for Track-1 is best decided by faculty closest to the research area of the scholar. The DC, being familiar with the domain and the work of the scholar, is well suited to judge this. Therefore, the decision of category will be made by the sectional observer at the thesis-submission approval meeting, based on the feedback from the doctoral committee. If there is a disagreement, Dean (AR) will decide.

Notwithstanding the above, the choice of track is left to the guide, with movement from Track-1 to Track-A being possible, but not vice versa.

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Track-1 evaluation will be by two examiners approved at the thesis-submission approval meeting. The examiners will be given six weeks to evaluate the thesis and submit the evaluation report. However, the viva-voce examination can be held as soon as the first report is received.

Track-A evaluation will be by three examiners composed of two external examiners and one internal (IITM) examiner from a list of four external and two internal examiners provided. Dean(AR) will pick examiners from the list approved at the thesis-submission approval meeting. The examiners will be given six weeks to evaluate the thesis and submit the evaluation report. If six weeks have elapsed, the viva-voce exam can be held after receiving two reports.

Evaluation reports of the internal and external examiners will be held at par. There shall be no compulsion to include foreign examiners (outside India), but the list of external examiners must contain at least one Indian examiner. The internal examiner will represent the external examiner, only if foreign. The local examiner is thus dispensed with.

As an acknowledgment of the efforts of the DC, the names of the DC members must be mentioned in the thesis.

The viva-voce exam should be held online, in the interest of time and carbon-footprint. It is encouraged to invite the foreign examiner (if any) to the online thesis defense.

This comes into effect from 01.06.2022. The thesis submitted till 31.05.2022 will follow the existing procedure of evaluation.

Sd/-
Deputy Registrar (Academic)

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Copy to: Dean (AR) / Dean (AC)