



# MONARK UNIVERSITY

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## Application Form for Submission of Synopsis

(Please read and adhere all the instructions/guidelines mentioned overleaf before filing this application form)

Name (as per Ph.D. Registration Certificate)			
Registration Number		ABC ID	
Contact Number		E-mail ID	
Date of Registration		Category	GEN/ EWS/ SEBC/ SC/ ST
Faculty			
Subject/Discipline			
Approved Title of Thesis			
Name of Research Supervisor/ Guide		Name of Co-Guide (if any)	
Whether successfully cleared Ph.D. Coursework Examination	Yes/ No	If Yes, Kindly Mention the Date	DD/MM/YYYY
No. of Meetings of Research & Development Committee (R.D.C.) Completed		Whether term extended?	Yes/ No
No. of Research Papers (Articles) published as per University's Ordinance /UGC's Regulations		No. of Research Paper Presented in Conferences	
Details of Fees Paid (Last Term/Semester):	Amount: Rs. _____/- Date: DD/MM/YYYY	Receipt No.	

Signature:

(Research Scholar)

Signature & Stamp:

(Research Supervisor/Guide)

Signature & Stamp:

Date: DD/MM/YYYY

(Dean)

Place: Vahelal, Ahmedabad

**List of Enclosures**  
(Tick wherever applicable)

<input type="checkbox"/>	5 Hard Copies of Synopsis (Spiral Binding) – Duly Signed & Stamped	<input type="checkbox"/>	2 Soft Copies of Synopsis in CD/DVD – Properly Labelled (.pdf Format only)
<input type="checkbox"/>	Copy of Registration Certificate	<input type="checkbox"/>	Copy of Ph.D. Coursework Examination Marksheet
<input type="checkbox"/>	Copy of Fees Payment Receipts (all terms/semesters)	<input type="checkbox"/>	Copy of Minutes of Meetings of R.D.C. (all meetings till date)
<input type="checkbox"/>	Copy of Published Research Papers (Articles) as per University's Ordinance /UGC's Regulations – at least two (2)	<input type="checkbox"/>	Evidence of Research Papers Presented in Conferences – at least two (2)
<input type="checkbox"/>	Copy of Application for Title Change to R.D.C. (if applicable) & its approval	<input type="checkbox"/>	Copy of Application for Term Extension (if applicable) & its approval

**Signature of Research Scholar:** \_\_\_\_\_

**Important Instructions/Guidelines for Submission of Synopsis:**

1. Kindly ensure that all the prerequisites are successfully completed for the submission of synopsis before filing this application form.
2. All details of the application form to be carefully filled by the Research Scholar in Block Letters only.
3. Please tick the applicable options in fields where options are provided.
4. **The synopsis must be prepared according to format prescribed by the University, including required sections, font size, line spacing and citation style.**
5. With reference to the Ordinance Governing the Award of Doctor of Philosophy (Ph.D.) Program, 2021 as amended from time to time; the scholar shall submit the synopsis in English language only except when it is related to an Indian language, where the thesis shall be in the language concerned.
6. In the case of Indian languages, as per the concerned subject in language, the scholar shall be required to submit the abstract/findings of the research work of at least 4-5 pages in English language as well.
7. Completely filled application form (duly signed & stamped) along with the enclosures to be submitted to the Office of Research Coordinator, Omkar Bhavan, Monark University.
8. For any query in the synopsis submission process; kindly send an email to [research@monarkuni.ac.in](mailto:research@monarkuni.ac.in)

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