**CENTRE FOR RESEARCH**

**DHANALAKSHMI SRINIVASAN UNIVERSITY**

Samayapuram, Tiruchirappalli – 621 112.

Ref. No. Date:

**MINUTES OF THE SECOND/THIRD/FOURTH DOCTORAL COMMITTEE MEETING**

Research Scholar : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Discipline : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Registration No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PT(I/E)/FT : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The\_\_\_\_\_\_\_\_\_\_RAC committee meeting took place in the department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_at\_\_\_\_\_\_\_\_\_\_\_\_\_\_am/pm. The Research Scholar presented his/her annual research progress. The members of the research advisory committee interacted with the scholar and discussed about his/her research project in compliance with DSU Ph.D. regulations.

**RAC members present in the meeting are as follows,**

|  |  |
| --- | --- |
| Research Supervisor and the Convener |  |
| Head of the Department or Dean (As applicable) |  |
| Subject expert 1 (Internal Member) |  |
| Subject expert 2 (External Member) |  |
| Research Co-Supervisor (If applicable) |  |

**Questionnaire regarding Ph.D. work (Please use extra sheets if needed):**

1. Describe your Ph.D. project in the form of a scientific abstract:
2. Summarize your current status on the project. Include recent success/failures/challenges:
3. What major presentations/papers/technical reports (or similar) have you completed in the last year?
4. Summarize the timeline/milestones for completion of this remaining works.
5. What can your advisor, committee members and department do to help?
6. Remarks by the RAC members (Please use extra sheets if needed)

|  |  |  |
| --- | --- | --- |
| **RAC members** | **Signature with Name/Seal and Date** | **Comments/Suggestions** |
| Research Supervisor and the Convener |  |  |
| Head of the Department or Dean (As applicable) |  |  |
| Subject expert 1 (Internal Member) |  |  |
| Subject expert 2 (External Member) |  |  |
| Research Co-Supervisor  (If applicable) |  |  |

**Forwarded by**

Signature of the Dean of the School, where the supervisor is working

**Documents to be attached:**

1. Minutes of Meeting (MoM)
2. Progress Report (not required for the first RAC meeting)
3. Publication/Patent/Conference Proceedings/Workshops attended details (if available)
4. Claim Form with TA Proof
5. RAC Approval Letter
6. CAMU-generated Course Work Mark sheets (for those who have completed coursework)
7. Email copy of the prior invitation sent to RAC members and CFR
8. Other necessary documents