

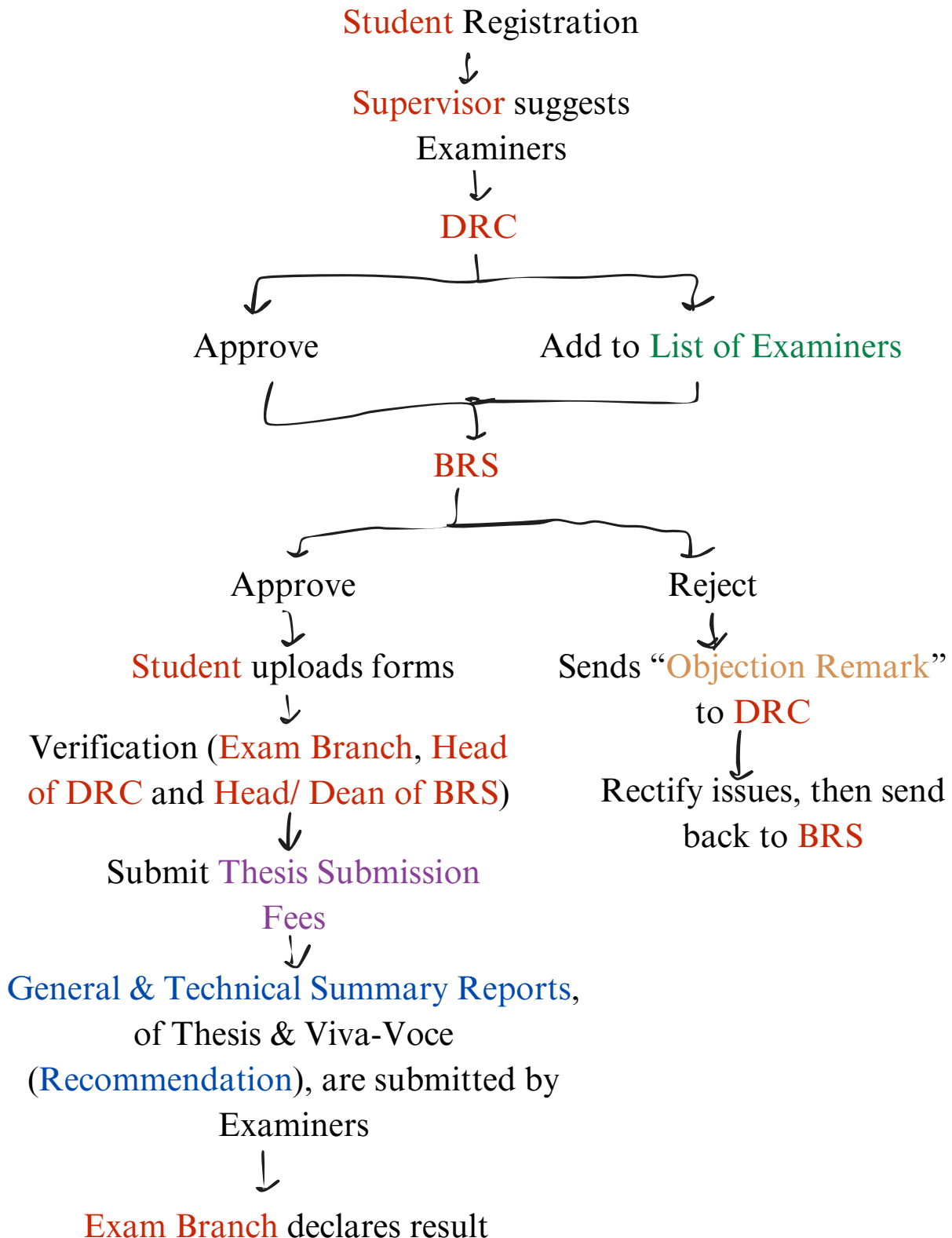


# PhD Thesis Submission Bulletin



PhD Section, Examination Wing  
University of Delhi  
Delhi, India

# Flowchart of Thesis Submission



# Roles & Responsibilities

## Supervisor

Suggest Examiner's List to DRC for Thesis Evaluation

## Department Research Committee (DRC)

- Correction and Approval of Examiner's List suggested by the Supervisor
- Verification of documents
- Upload and forward the General and Technical Summary Reports to Examination Branch
- Upload and forward the Final Viva-Voce Reports to the Examination Branch

## Board Research Studies

- Approval of List of Examiners suggested by DRC
- Verification of documents

# THESIS SUBMISSION: FROM START TO FINISH

## Registration

Register as a new student on the Online PhD Thesis Submission Portal. Modify required details.

1

STUDENT

SUPERVISOR

2

Suggest  
Examiners

## Approval

Add to/ approve the sent list of examiners

3

DRC

Objection  
remark

BRS

Examination  
Branch

4

## Approval

Approve or return the list of examiners.

## Upload

Signed thesis and forms need to be submitted on portal. An email will be sent to intimate this.

5

STUDENT

EXAMINATION  
BRANCH

Head/ Dean of BRS,  
Head of DRC

6

## VERIFICATION

Thesis and document submission certificate is available to the student.

## Examinership

After getting permission from Dean/ Controller of Examinations, list of examiners is sent.

7

VC

EXAMINERS

8

## Consent

**Yes:** Submit 'Thesis Evaluation Report.

**No:** Examination Branch sends email to next examiner.

## Submission

The submitted reports are sent to the DRC Head.

9

EXAMINATION  
BRANCH

DRC

10

## Summary reports

General and technical summary reports are uploaded and forwarded to Examination Branch.

## Appointment

1. List of Examiners is sent to VC.
2. Priority is set.
3. Same Procedure is followed as for Examiners.

11

EXAMINATION  
BRANCH

VC

DRC

EXAMINATION  
BRANCH

12

## Result Declaration


Results are published in tabular format. The provisional certificate is concurrently released.

# How to Submit your Thesis?



Student Login Portal





**University of Delhi**  
(Examination Branch - PhD Thesis Evaluation System)

[<< Back to Login Page](#)

### Register New Student

Department Name *	Chemistry
Faculty Name *	रसायन विज्ञान
Enrolment No. *	Science - ( F-11 / S )
Student Name *	2012345
Father's Name *	Raju Pareek
Mother's Name *	Bhanu Pareek
Date of Birth *	Sujata Pareek
Mobile No. *	10 DD 7 MM 1982 YYYY
Email Id *	9654119190
	se.rajesh.rajpoot@gmail.com

[Submit Details](#) [Go to Login Page](#)

Student has been successfully registered, Student Id. is : S11122  
Student is required to fill the complete registration form by using Student Id from the login page.

\* Mandatory Fields

(University of Delhi)

1.

**Step 1:** After the pre-synopsis lecture students shall register, under **Register New Student**, on the Online PhD thesis Submission Portal

“[https://durslt.du.ac.in/Du\\_Online\\_PhD/R1\\_StudentPortal/Login.aspx](https://durslt.du.ac.in/Du_Online_PhD/R1_StudentPortal/Login.aspx)”

**Step 2:** After logging in using Student ID, one should complete registration by editing in **Fill/Modify Registration Form**. Fill all required particulars.

### Final Submission of Registration Form

**Important Notice:** Once student click on “Final Submit & Print” button, student cannot be able to any type of correction in the Registration Form.

Student Id	S11122
Student Name	RAJU PAREEK
Supervisor Name	Dr. ARUN RAJ
Supervisor Email Id	se.rajesh.rajpoot@gmail.com
Supervisor Department	111 - Chemistry
Final Submit and Forwarded to Supervisor	<input checked="" type="radio"/> Yes <input type="radio"/> No

[Final Submit & Print Report](#)

2.

**Step 3:** On submission of registration form, supervisors are requested to suggest examiners. This is sent to the Department Research Committee (DRC).

**Information Regarding to Add Examiners of PhD Scholer. Student Id: S11122 ,Student Name: RAJU PAREEK**

**noreplay@du.ac.in**  
to me

Kind Atten: Dr. ARUN RAJ  
Supervisor Id: DUPH/SP/56

Sir/Madam,

This is for your kind information that PhD scholar . RAJU PAREEK , Enrolment No : 2012345, Department Name: Chemistry has submitted the registration form on 'Thesis Evaluation Portal' and filed your name as supervisor of the scholar. You are requested to add six examiners details on the 'Thesis Evaluation Portal' for further proces as per the university guidelines. The details of the examiners should be as follows

1. Assistant Professor is not allowed for examinership.
2. Maximum Two Associate Professors are allowed for examinership.
3. Only one examiner is allowed from one Institution/University.
4. Examiners of Delhi University are not allow.

Supervisor login details are following :-

URL: [http://durslt.du.ac.in/Du\\_Online\\_PhDLogin.aspx](http://durslt.du.ac.in/Du_Online_PhDLogin.aspx)  
User Id:   
Password:   
GateWay:   
Login Type: Supervisor

3.

**Step 4:** After changing their password and updating email id, DRC may add to and/or approve the sent **list of examiners**. This is then passed on to the BRS.

**University of Delhi**  
(Examination Branch - PhD Thesis Evaluation System)

Home Approval of Examiners View Summary Requests Important Links Logout

**DRC Approval/Allotment of the Examiners**

Dept Id : 111  
User Id : drc.rsingh

Please Select Supervisor Name \* **Dr. ARUN RAJ**

Student Type \* **Pending Students**

Please Select Student Id \* **511122 : RAJU PAREEK**

**Supervisor Details**

Supervisor Id (DUID) **DUPH/SP/56**

Supervisor Name **Dr. ARUN RAJ**

Department Name **111 -||- Chemistry**

Email Id **se.rajesh.rajp@t@gmail.com**

Mobile No. **9654119190**

**Student Details**

Student Enrollment No. **20/12345**

Department Name **111 -||- Chemistry**

Student Name **RAJU PAREEK**

Father's Name **BHANU PAREEK**

Email Id **se.rajesh.rajp@t@gmail.com**

Mobile No. **9654119190**

Thesis Title : **A nuclear reactor, a device used to initiate and control a fission nuclear chain reaction or nuclear fusion reactions.**

Download Thesis

**Allotment of Examiners**

Important Notice

1. Assistant Professor is not allowed for examiner ship.
2. Maximum Two Associate Professors are allowed for examiner ship.
3. Only one examiner is allowed from one Institutions/University.
4. Examiners of Delhi University are not allow

4a.

**Specialization \***

**Mobile No. \***

**Email Id \***

**Correspondence Address \***

Please Note: Examiners of Delhi University of Delhi is not allowed.

(Max Character 250)

**State \***

**Pin Code \***

**Country \***

**Add & Save Examiner Details**

Sr. No.	Examiner Id	Examiner Name	Department and University	Mobile No.	Email Id	Address	Select for Approval	Delete	Forward Status	Added By
1	DUIEXMR/68	Dr. RAM1 (Professor)	CHEMISTRY : AGRA UNIVERSITY, AGRA	9654119190	se.rajesh.rajp@t@gmail.com	CIVIL LINE AGRA, UTTAR PRADESH, 282010, INDIA	<input checked="" type="checkbox"/>			Supervisor
2	DUIEXMR/69	Dr. RAM2 (Professor)	CHEMISTRY : CCS UNIVERSITY, AGRA	9654119190	se.rajesh.rajp@t@gmail.com	CIVIL LINE AGRA, UTTAR PRADESH, 282010, INDIA	<input checked="" type="checkbox"/>			Supervisor
3	DUIEXMR/72	Dr. RAM3 (Professor)	CHEMISTRY : AMBECKAR UNIVERSITY, DELHI	9654119190	se.rajesh.rajp@t@gmail.com	CIVIL LINE DELHI, DELHI, 282010, INDIA	<input checked="" type="checkbox"/>			Supervisor
4	DUIEXMR/73	Dr. RAM4 (Professor)	CHEMISTRY : INDIRA GANDHI OPEN UNIVERSITY, DELHI	9654119190	se.rajesh.rajp@t@gmail.com	CIVIL LINE DELHI, DELHI, 282010, INDIA	<input checked="" type="checkbox"/>			Supervisor
5	DUIEXMR/74	Dr. RAM5 (Professor)	CHEMISTRY : KARNATAKA STATE OPEN UNIVERSITY, DELHI	9654119190	se.rajesh.rajp@t@gmail.com	CIVIL LINE DELHI, DELHI, 282010, INDIA	<input checked="" type="checkbox"/>			Supervisor
6	DUIEXMR/75	Dr. RAM6 (Professor)	CHEMISTRY : SRM UNIVERSITY, MEERUT	9654119190	se.rajesh.rajp@t@gmail.com	CIVIL LINE DELHI, UTTAR PRADESH, 282010, INDIA	<input checked="" type="checkbox"/>			Supervisor

**BRS Remark Message :**

Do you want to forward the selected examiners to BRS? ☒ YES ☐ NO

**[ Forward Panel ]**

**Please Note : Once examiner details are forwarded to the BRS, it cannot be changed again**

**Please Select Concerned Faculty**

**Science**

**Forward to Selected Faculty**

Contact Us: Dean (Exam) : 011-27001057, EDP Cell: 011-27001020

Software Design and Developed by Rajesh Rajput (Programmer)

4b.

**Step 5:** Board Research Studies (BRS) may approve/ return the received Examiners' list.

i) If everything is approved, then the list is shared with the Examination Branch. This prompts a mail to the student for required thesis and documents.

ii) If the list is rejected, it will be returned to the DRC with 'Objection Remark'.



**Student Enrollment No.** 20/12345  
**Department Name** 111 -||- Chemistry  
**Student Name** RAJU PAREEK  
**Father's Name** BHANU PAREEK  
**Email Id** se.rajesh.rajput@gmail.com  
**Mobile No.** 9654119190

**Thesis Title :**

**A nuclear reactor, a device used to initiate and control a fission nuclear chain reaction or nuclear fusion reactions.**

**Download Thesis**

Sr. No.	Examiner Id	Examiner Name	Department and University	Mobile No.	Email Id	Address	Select for Approval	BRS Approved Status
1	DUIEXMR/68	Dr. RAM1 (Professor)	CHEMISTRY :: AGRA UNIVERSITY, AGRA	9654119190	se.rajesh.rajput@gmail.com	CIVIL LINE AGRA, UTTAR PRADESH, 282010, INDIA	<input type="checkbox"/>	YES
2	DUIEXMR/69	Dr. RAM2 (Professor)	CHEMISTRY :: CCS UNIVERSITY, AGRA	9654119190	se.rajesh.rajput@gmail.com	CIVIL LINE AGRA, UTTAR PRADESH, 282010, INDIA	<input type="checkbox"/>	YES
3	DUIEXMR/72	Dr. RAM3 (Professor)	CHEMISTRY :: AMBEDKAR UNIVERSITY, DELHI	9654119190	se.rajesh.rajput@gmail.com	CIVIL LINE DELHI, DELHI, 282010, INDIA	<input type="checkbox"/>	YES
4	DUIEXMR/73	Dr. RAM4 (Professor)	CHEMISTRY :: INDIRA GANDHI OPEN UNIVERSITY, DELHI	9654119190	se.rajesh.rajput@gmail.com	CIVIL LINE DELHI, DELHI, 282010, INDIA	<input type="checkbox"/>	YES
5	DUIEXMR/74	Dr. RAM5 (Professor)	CHEMISTRY :: KARNATAKA STATE OPEN UNIVERSITY, DELHI	9654119190	se.rajesh.rajput@gmail.com	CIVIL LINE DELHI, DELHI, 282010, INDIA	<input type="checkbox"/>	YES
6	DUIEXMR/75	Dr. RAM6 (Professor)	CHEMISTRY :: SRM UNIVERSITY, MEERUT	9654119190	se.rajesh.rajput@gmail.com	CIVIL LINE DELHI, UTTAR PRADESH, 282010, INDIA	<input type="checkbox"/>	YES

Examiner details have been successfully forwarded to the Examination Branch.

**Remarks (If any) \***

Everything is done as per the rule.

(Maximum 2000 characters are allowed for Remarks.)

**Please Select the Appropriate Action \***

<--Select-->

Submit for Action

**Step 6:** As per the Thesis Track Details on the online portal, the student shall upload the Thesis and PhD Thesis Submission Forms in pdf format through the student portal. One may access this under “Thesis and Documents”. These documents must be signed by Supervisor and Head/Dean of Department. Make sure that the documents have been verified by the Examination Branch (PhD), prior to turning in.

**Step 9:** Examination Branch may send the ‘List of Examiners’ to the Hon’ble Vice Chancellor (VC) so that examinership may be conferred for thesis evaluation. This occurs after approval from the Dean/ Controller of Examinations.

**Step 7:** The documents are verified by the Supervisor, Head/ Dean of BRS, Head of DRC and Examination Branch in that order.

**Step 8:** After document verification, the fee link will become active under the section “Thesis and Documents”. Student may download **Thesis Submission Certificate**.

There are two types of PhD Thesis Submission Fees: with and without fellowship. For availing the latter, student must submit form no. 11 after attestation by Head/ Dean. These fees encompass both thesis submission and provisional certificates.

With fellowship: Rs. 7500/-

Without fellowship: Rs. 5500/-

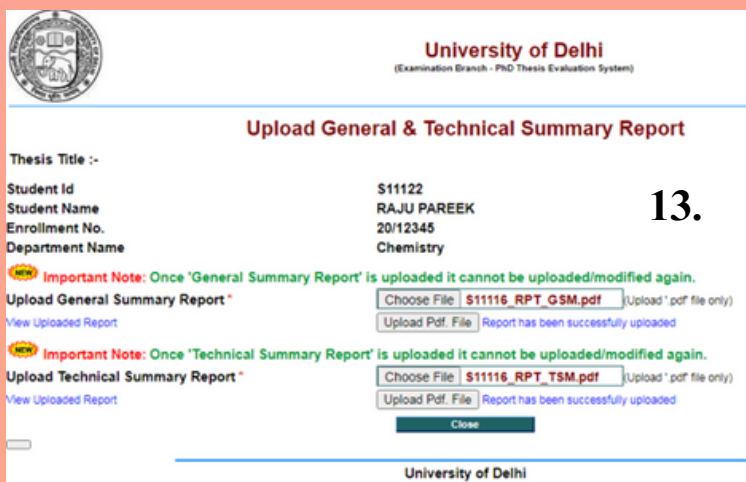
**Step 10:** After receiving approval from the Hon'ble VC, the list of examiners will be sent to the Examination Branch. There are a total of six examiners, 3 main and 3 optional.

**Step 12:** All three examiners submit the **Thesis Evaluation Reports**. The examiners will submit their account details and bill for the evaluation reports. The Examination Branch will then pass on the reports to the DRC Head through an email, for the preparation of summary reports in collaboration with the Supervisor.

**Step 13:** DRC will upload the 'General & Technical Summary Reports' along with certificate. It cannot be modified after uploading. This will then be passed on to the Examination Branch, who will then send the reports to the Hon'ble VC after approval of the Dean/ Controller of Examinations.

**Step 11:** The PhD Section of the Examination Branch sends mails to the approved examiners. The examiners submit consent (YES/ NO).

If YES, the examiners will accept and click on the link. This will generate their user IDs and passwords.



**University of Delhi**  
(Examination Branch - PhD Thesis Evaluation System)

**Upload General & Technical Summary Report**

Thesis Title :-  
 Student Id: S11122  
 Student Name: RAJU PAREEK  
 Enrollment No.: 2012345  
 Department Name: Chemistry

**13.**

**Important Note:** Once 'General Summary Report' is uploaded it cannot be uploaded/modified again.

Upload General Summary Report \*  
 Choose File: S11116\_RPT\_GSM.pdf (Upload \*.pdf file only)  
 Upload Pdf. File | Report has been successfully uploaded

**Important Note:** Once 'Technical Summary Report' is uploaded it cannot be uploaded/modified again.

Upload Technical Summary Report \*  
 Choose File: S11116\_RPT\_TSM.pdf (Upload \*.pdf file only)  
 Upload Pdf. File | Report has been successfully uploaded

Close

University of Delhi



**University of Delhi**  
(Examination Branch - PhD Thesis Evaluation System)

Home | Approval of Examiners | View Summary and Viva-Voice Request & Details | Important Links | Logout

**View Summary and Viva-Voice Request & Details**

Request Type: Pending Request | Search Details

User Id : drc.rsingh

Sr. No.	Student Id	Enrollment No.	Student Name	Department Name	Select Students	Fill General/Technical Report
1	S11122	2012345	RAJU PAREEK	Chemistry	<input type="checkbox"/>	<p>Thesis Title : A nuclear reactor, a device used to initiate and control a fission nuclear chain reaction or nuclear fusion reactions.</p> <p>Thesis Upload Status : Thesis &amp; Documents are Uploaded.</p> <p>Summary Request Receiving Date : 25/09/2022</p> <p><b>(Summary Reports)</b></p> <p>View Examiners Report (Click Here)</p> <p>Upload General &amp; Technical Summary Report</p> <p>Reports Uploaded On: 25/09/2022</p> <p>Forwarded Status to Exam B.: YES On: 25/09/2022</p> <p><b>(Viva Voce Examiner Details)</b></p> <p>Approved &amp; Receiving Status : YES On: 25/09/2022</p> <p>View Details of Approved V.V. Examiner</p> <p><b>(Final Viva Voce Report)</b></p> <p>Upload Final Viva Voce Report</p> <p>Final Viva Voce Report Uploading Status : File Not Uploaded</p> <p>Forward Status to Exam Branch: Pending</p>

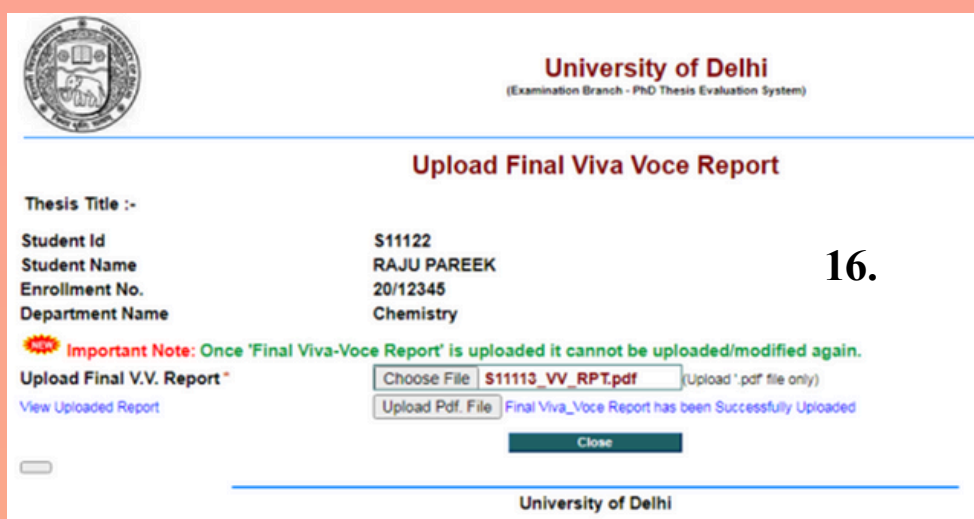
Please Select an Action:

**15. & 16.**

**Step 14:** The Hon'ble VC sets the priority of examiners, to conduct the Viva-Voce, and approves them. The examiners are **three** in number.

**Step 15:** PhD Section of the Examination Branch shares the details of the 1st examiner with the DRC Head, who will then send an email to the selected Viva-Voce Examiner for acceptance. The examiner is required to submit the **Final Viva-Voce Report**.

**Step 16:** DRC uploads the 'Final Viva-Voce Report'. It cannot be modified after uploading. This is then forwarded to the Examination Branch. The Examination Branch will then send it to the Hon'ble VC, after approval from the Dean/ Controller of Examinations.



The screenshot shows the 'University of Delhi (Examination Branch - PhD Thesis Evaluation System)' interface. The main heading is 'Upload Final Viva Voce Report'. Below this, there is a table with student details: Thesis Title (blank), Student Id (S11122), Student Name (RAJU PAREEK), Enrollment No. (20/12345), and Department Name (Chemistry). To the right of the table, the number '16.' is displayed. Below the table, there is an 'Important Note' in red text: 'Once 'Final Viva-Voce Report' is uploaded it cannot be uploaded/modified again.' Below the note, there is a section for 'Upload Final V.V. Report' with a 'Choose File' button, a text input field containing 'S11113\_VV\_RPT.pdf', and a '(Upload \*.pdf file only)' label. Below this, there is an 'Upload Pdf. File' button and a message 'Final Viva\_Voce Report has been Successfully Uploaded'. At the bottom, there is a 'Close' button and the 'University of Delhi' logo.

**Step 17:** The Hon'ble VC grants permission to the Examination Branch for the declaration of final result. Dean/ Controller of Examinations also provides permission for the same to the PhD Section of Examination Branch. The result will be publicly declared in a tabular format on Ph.D. Rules & Results.

“<https://exam.du.ac.in/?Ph.D.-Rules-Results>”

The provisional certificate will concurrently be released. Both may be accessed under Download Section on Student Portal.

**Step 18:** The degree certificate will be issued at the upcoming Annual Convocation.

## Frequently Answered Questions

Q1. How do I know when to submit my “thesis submission” documents?

Ans. A checklist depicting the different steps of thesis submission can be seen on your portal. Keep referring to this “Thesis Track Details” chart.

Q2. If I have already availed a fellowship, can I apply for a reduction in thesis submission fees?

Ans. No. There are two types of fees: with and without fellowship. The payment(s)’ details are available on your portal.

Q3. Where can I find “Thesis Submission” forms?

Ans. These forms are available under the download section. Furthermore, a link to the forms is also available on the main “Student Login” page.

Q4. How will my examiners be chosen?

Ans. Your Supervisor will suggest examiners. However, this list will be checked by all concerned departments - DRC, BRS, Examination Branch. Finally, the examiners will be appointed by the Hon’ble VC.

Q5. How do I access the main Student Login Portal?

Ans. You may click on the link or scan the QR code.

[https://durslt.du.ac.in/Du\\_Online\\_PhD/R1\\_StudentPortal/Login.aspx](https://durslt.du.ac.in/Du_Online_PhD/R1_StudentPortal/Login.aspx)



## Frequently Answered Questions

Q6. When do I start the process of thesis submission?

Ans. Thesis must be submitted within 6 months of pre-submission seminar (pre-synopsis lecture). After your pre-submission seminar, you will refine your thesis as per the suggestions of the Departmental Seminar. Extensions for thesis submission can be requested with written requests.

Q7. Does only one person deliberate on the List of Examiners?

Ans. No. Within each department, there will be a committee formed for this purpose. They will hold meeting(s) prior to finalizing the list.

Q8. Who prepares the Summary Reports?

Ans. There are two types: General and Technical Summary Reports. The examiners submit the reports. Supervisor summarizes the submitted reports. DRC-Head uploads the the final Summary Reports.

Q9. What type of report will the Viva-Voce Examiner submit?

Ans. The Viva-Voce Examiners will submit Final Viva-Voce Reports. These reports will contain their recommendation regarding conferral of degree. The report will be based on the student's responses during Viva-Voce. DRC Head will upload this report after receipt.

Q10. How many examiners are there?

Ans. There are 3 main and 3 optional examiners, for both Viva-Voce and preparation of Summary Reports. Only 3 reports will actually submit.





For queries, contact: PhD Section, Examination Wing  
University of Delhi