## **Supervisor Allocation of PhD Students**

Student's Roll No	
Student's Name	<b>:</b>
Supervisor	:
Joint Supervisor (if any)	:
Head will be the Chairman of the DSC	: YES / NO
If no, the Chairman	<b>:</b>
Supervisor's Signature	Joint Supervisor's Signature

## Notes

- 1. After supervisor and chairman selection, the *supervisor* will form the <u>DSC</u>.
- 2. The DSC is to be constituted within two weeks of joining.
- 3. There should be one Chairman, one Supervisor, one Joint Supervisor (optional) and three DSC Members.
- 4. Members of faculty to be nominated in consultation with Supervisor(s) with at least one of them being outside the parent Department/Center/School.
- 5. After DSC formation, the *supervisor*(*s*) will fill out the <u>enrolment form</u> (course allocation) upon consultation with the DSC.
- 6. Change of course work, if needed in future, is to be initiated by the *supervisor(s)*.
- 7. If a pass grade (C or better) is entered against a course, the course cannot be changed.
- 8. <u>Annual progress report</u> in the second and third years to be prepared by the *supervisor*(*s*) and the *HOD*.
- 9. In the fourth year (for institute PhD scholars), the <u>Extension-of-Institute-Assistantship</u> form should be filled.