

INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
ACADEMIC OFFICE

Date : 1st January, 2013

CIRCULAR

The Seante at its 211th meeting held on 20th March, 2013 approved the proposal for award of Ph.D. degree certificate twice in a year to reduce the waiting time of the students who become eligible for award of degree after the annual convocation. Following is the salient features of the Senate decision :

1. once the Ph.D. certificates be awarded in the beginning of the Spring Semester (i.e. January every year) to the students graduating after the annual Convocation (between July-December)
2. Degree certificates to the remaining PhD students along with other students be awarded in the annual Convocation who would be completing their respective degree requirements in Spring Semester (between January-June).
3. In order to approve the PhD degrees to be awarded in January, the meeting of the Senate and the Board of Governors will be scheduled accordingly.
4. The Ph.D. Scholars completing the degree requirements during the Autumn Semester will have the option of (i) collecting the degree after the due approval by the Senate and the BOG on a specified day in the Spring Semester OR (ii) receiving the degree in the Convocation. The option will be indicated by the concerned scholar at the time of the defence viva. However, irrespective of the option exercised by the scholar, his/her name will be included in the list of PhD degree recipients at the next Convocation for record purposes and the thesis will be eligible for being considered for the award of Excellence in Doctoral Research.
5. The students opting for receiving the degree in the Spring Semester (January) would not attend the Convocation, unless they are receiving an award.

In view of the decision of the Senate, it has been decided to award the Degree of Doctor of Philosophy (Ph.D.) to those students who have already completed their respective defence by the end of December, 2013 and have been found fit for the award of the Degree. All such students are requested to kindly submit option forms (copy enclosed) duly completed in the Academic Office latest by 15th January, 2014.

The actual date of award of Degree certificate will be communicated shortly.

The Convocation option form is available on the Academic web page.

Asstt. Registrar (Acad.)

Copy.:

1. Director
2. Dy. Director (AIA) and (FEA)
3. All Deans
4. All Heads of Departments / Centers / IDPs.
5. Registrar
6. Dy. Registrar (Acad.)

**INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
(CONVOCATION OPTION FORM)**

(Only for those scholars who wish to take degree prior to the annual Convocation and whos defence has already been held by December)
(Submit to the Academic Office, for use of final year students only)

Date: _____

Having completed the requirements for award of Ph.D. Degree at IIT Bombay I wish to offer my option that I be awarded my Ph.D. degree at the Annual Convocation of the Insititue / prior to the Annual Convocation of the Institute. My particulars are as follows:

Full Name (in English): _____
(CAPITAL Letters only)

Full Name (in Hindi): _____
(Please note that name as given above will be PRINTED on your degree certificate and further request for any kind of change is not permitted.)

Father's / Mother's Name: _____

Roll No.: _____ Batch : _____

Sex: _____ Date of Defence : _____

Department: _____ Specialisation: _____

Project / Dissertation / Thesis Title: _____

Name of the Supervisor:

Prof. _____

Co-Supervisor (if any):

Prof. _____

Name of External Supervisor (if any): Prof. / Dr. _____

Mailing address:

(to send intimation letter / to post the degree certificate, after the convocation)

Email: _____ Telephone Nos. _____

Date of Joining the Institute: _____ Date of defense (PG students): _____

Date of submission of dissertation / thesis (PG students): _____

Signature of the Student Date: _____

Convocation Fees paid vide Receipt No. and Date : _____