

**UNIVERSITY OF CALICUT
DIRECTORATE OF RESEARCH**

Format for the minutes of the Research Admission Committee (RAC)

*[The Minutes Book (to be maintained in register with page numbers)
must be kept at the Centre for verification]*

The minutes of Research Admission Committee (RAC) of (Name of research Centre & Institution) held on.....(date) at(time) at(Venue) to consider the application of.....(Name of the Candidate) for Registration to Ph.D. Programme in(subject & Faculty) under the Supervision of(Name of Guide)

- a. Members present: (name with designation)
(Presence of Guide and Co-guide, if any, is mandatory)
- b. Proposed title submitted:
- c. Proceedings (including decision taken)
- d. Specific recommendation (if any), of the RAC:
- e. Approved Title by the RAC (to be granted title to be typed on the Synopsis)
- f. Subject, Faculty & Guide, Co-guide (if any):
(Registration shall be granted in the approved title, as typed (case sensitive) above, so care should be taken while entering the title)

Meeting was concluded at(time)

Signature :
& Name of Chairperson of the Doctoral Committee

NB: (1) To be submitted in the printed form (Photocopy of the concerned page(s) of the Minutes Book endorsed by the Chairman to be produced on demand)

(2) If the RAC suggest any corrections/modification, the same must be got approved by the next RAC