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