

Savitribai Phule Pune University

Name of the Students :
Faculty :
Subject :
Name of Guide :
Name of the Centre :
Date of Admission :
Date of Pre-synopsis Presentation before Research Advisory Committee:

Check List

List of Documents for Synopsis Submission

Sr. No.	Document List	Attachment
1.	Synopsis Form duly signed by Guide and Principal, Stamp of Centre, Synopsis Challan Rs. 1,000/-	
2.	Original Pre-Synopsis Presentation Report	
3.	Confirmation Letter (in prescribed format)	
4.	Eligibility Letter /T.C. / Migration	
5.	M.Phil / Course Work Completion Certificate	
6.	Recognition Letter of Guide and Research Center	
7.	Copy of all Fees Receipt	
8.	Copy of all Progress Reports	
9.	Report of Research Advisory Committee of every Progress Report	
10.	Re-Registration Letter / Special Extension (If required)	
11.	Change of Guide (If required)	
12.	Change of Topic (If required)	
13.	Change of Research Centre (If required)	
14.	Evidence of National / International Published Papers signed by Guide	
15.	Copy of Synopsis duly signed by Guide	
16.	Details of payment of University share as per University order dated 26/02/2016	
17	Panel with Bio-data of all referees (Experience more than 15 years) Panel should consist as per provision of M.Phil. / Ph.D. prescribed by the University	

Above attached document is checked & verified.

Assistant / Sr. Assistant	Asst. Section Officer	Section Officer	Assistant Registrar