



# Visvesvaraya Technological University

Belagavi – 590 018, Karnataka State, INDIA

**Prof. Satish Annigeri** Ph.D.  
**Registrar (Evaluation)**

Phone (0831) 2498131

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Ref. No.VTU/Exam/2018-2019/ 747

Date

26 SEP 2018

## CIRCULAR

### Sub: Revision of remuneration formats – reg.

Formats for submission of remuneration bills in respect of thesis Evaluation and final Viva-Voce of M.Sc. (Engg.) by research/ Ph.D. thesis are revised and attached herewith

**Please note the following while submission of remuneration bills:**

1. Remuneration bills must be filled in the revised format. All details must be filled in and signed by the examiners.
2. There are different formats for Remuneration to Guide and External Examiner.
3. Remuneration bills must be accompanied by a copy of the Appointment Letter, Attendance certificate by Head of Research Centre (Regional Director for VTU RRC candidates) and travel documents in case of External Examiner.
4. The remuneration bills can be sent directly to the Registrar (Evaluation), VTU Belagavi
5. Each Research Centre/VTU Regional Office must maintain a list of viva – voce exams conducted at their center.
6. If Guide or External examiner has not previously claimed remuneration for thesis evaluation and postage, the same can be included in the remuneration bill.

The Principals of Constituent, Affiliated and Autonomous Institutions and Heads Recognized Research Centres are hereby requested to bring the contents of this circular to the notice of all the concerned,

Sd/-

**REGISTRAR (EVALUATION)**

To, The Principals of Constituent, Affiliated and Autonomous Institutions and Heads of Recognized Research Centres

Copy FWC's to:

1. Hon'ble Vice-Chancellor through the Sec. To VC, VTU Belgaum, for information.
2. The Registrar, VTU Belgaum, for information.
3. The Incharge Regional Directors of VTU Regional Offices, for information & needful.

4 CNC To upload on Web site

**REGISTRAR (EVALUATION)**

**Encl:** 1. Format for Remuneration for Indian Examiner and Guide- Ph.D.  
2. Format for Remuneration for Indian Examiner and Guide- M.Sc (Engg) by research



Ph.D. Thesis Evaluation and Viva Voce Remuneration – Guide

Candidate Details

Name: \_\_\_\_\_ USN: \_\_\_\_\_

Title: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Viva Voce Exam Details

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Venue: \_\_\_\_\_

Guide

Name \_\_\_\_\_

Designation \_\_\_\_\_ Mobile: \_\_\_\_\_

College/Organization \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Honorarium Details

Honorarium for evaluation of thesis	Rs. 5000-00	(if not claimed previously)
Postage	Rs. 50-00	(if not claimed previously)
Honorarium for conducting Viva Voce	Rs. 1875-00	
<b>Total</b>	<b>Rs.</b>	

Amount in words Rupees \_\_\_\_\_

Bank and PAN Details

Bank Name: \_\_\_\_\_

Bank Branch: \_\_\_\_\_

Type of A/c: Savings / Current Account A/c Number \_\_\_\_\_

IFSC

PAN

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Checklist

1. Filled and signed Remuneration Form
2. Copy of Viva voce appointment letter
3. Attendance certificate from Head of Research Centre
4. Copy of PAN Card and First page of Bank pass book with IFSC and Account Number

**Instructions:** Send the completed Remuneration form along with necessary attachments directly to Registrar (Evaluation), Jnana Sangama, Visvesvaraya Technological University, BELAGAVI 590018.



# Visvesvaraya Technological University

"Jnana Sangama", Belagavi 5900 018

Email: research@vtu.ac.in

Phone: 0831-2498142

M.Sc.(Engg.) by Research Thesis Evaluation and Viva Voce Remuneration – Examiner

## Candidate Details

Name: \_\_\_\_\_ USN: \_\_\_\_\_

Title: \_\_\_\_\_

## Viva Voce Exam Details

Time: \_\_\_\_\_

Venue: \_\_\_\_\_

## Examiner

Name \_\_\_\_\_

Designation \_\_\_\_\_ Mobile: \_\_\_\_\_

College/Organization \_\_\_\_\_

Address \_\_\_\_\_

## Honorarium and TA/DA Details

Honorarium for evaluation of thesis	Rs. 750-00	(if not claimed previously)
Postage	Rs. 50-00	(if not claimed previously)
Honorarium for conducting Viva Voce	Rs. 500-00	
TA/DA (Details in TA/DA form)	Rs. _____	
<b>Total</b>	Rs. _____	

Amount in words Rupees \_\_\_\_\_

## Bank and PAN Details

Bank Name: \_\_\_\_\_

Bank Branch: \_\_\_\_\_

Type of A/c: Savings / Current Account A/c Number \_\_\_\_\_

IFSC

PAN

Signature: \_\_\_\_\_

## Checklist

1. Filled and signed Remuneration Form
2. Copy of Viva voce appointment letter
3. Attendance certificate from Head of Research Centre
4. TA/DA form along with tickets and original boarding pass in case of travel by air

**Instructions:** Send the completed Remuneration form along with necessary attachments directly to Registrar (Evaluation), Jnana Sangama, Visvesvaraya Technological University, BELAGAVI 590018.



Ph.D. Thesis Evaluation and Viva Voce Remuneration – Examiner

Candidate Details

Name: \_\_\_\_\_ USN: \_\_\_\_\_

Title: \_\_\_\_\_

Viva Voce Exam Details

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Venue: \_\_\_\_\_

Examiner

Name \_\_\_\_\_

Designation \_\_\_\_\_ Mobile: \_\_\_\_\_

College/Organization \_\_\_\_\_

Address \_\_\_\_\_

Honorarium and TA/DA Details

Honorarium for evaluation of thesis	Rs. 5000-00	(if not claimed previously)
Postage	Rs. 500-00	(if not claimed previously)
Honorarium for conducting Viva Voce	Rs. 1875-00	
TA/DA (Details in TA/DA form)	Rs.	
<b>Total</b>	Rs.	

Amount in words Rupees \_\_\_\_\_

Bank and PAN Details

Bank Name: \_\_\_\_\_

Bank Branch: \_\_\_\_\_

Type of A/c: Savings / Current Account A/c Number \_\_\_\_\_

IFSC | | | PAN

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Checklist

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2. Copy of Viva voce appointment letter
3. Attendance certificate from Head of Research Centre
4. TA/DA form along with tickets and original boarding pass in case of travel by air

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M.Sc. (Engg.) by Research Thesis Evaluation and Viva Voce Remuneration-Guide

Candidate Details

Name: \_\_\_\_\_ USN: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Viva Voce Exam Details

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Venue: \_\_\_\_\_

Guide / Examiner

Name \_\_\_\_\_

Designation \_\_\_\_\_

College/Organization \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Honorarium and TA/DA Details

Honorarium for evaluation of thesis Rs. 750-00 (If not claimed previously)

Postage Rs. \_\_\_\_\_ (If not claimed previously)

Honorarium for conducting Viva Voce Rs. 500-00

Total Rs. \_\_\_\_\_

Bank and PAN Details

Bank Name: \_\_\_\_\_

Bank Branch: \_\_\_\_\_

Type of A/c: Savings / Current Account A/c Number: \_\_\_\_\_

IFSC \_\_\_\_\_

PAN \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Checklist

1. Filled and signed Remuneration Form
2. Copy of Viva voce appointment letter
3. TA/DA form (in case of Examiner) along with necessary attachments

**Instructions:** Send the completed Remuneration form along with necessary attachments to Registrar (Evaluation), Jnana Sangama, Visvesvaraya Technological University, BELAGAVI 590018.