

To

The Registrar

Visvesvaraya Technological University (VTU)

Jnana Sangama, Belagavi – 590018

Through:

1. Research Supervisor
2. Head of the Research Centre

Subject: Request for Extension of Time for Submission of Ph.D. Thesis under

Respected Sir,

I, **Mr./Ms.** _____, Research Scholar in the **Department:** _____ **Research Centre:** _____, bearing USN ****, was provisionally registered for the Ph.D. Programme on **** under the guidance of **Dr.** _____, Research Supervisor.

As per Clause 23PHD 8.7 of the Regulations Governing the Degree of Doctor of Philosophy (Ph.D.), the maximum duration for submission of the thesis is six (06) years from the date of provisional registration, with a permissible extension of up to two (02) additional years.

I submit that, despite making substantial progress in my research work, I am unable to submit my thesis within the prescribed six-year period due to the following reasons: _____

Therefore, I request the University to kindly grant an extension of time for submission of my Ph.D. thesis in accordance with the provisions of Clause 23PHD 8.7.

I undertake to remit the prescribed extension fee and any other applicable fees as notified by the University and to comply with all provisions of the Ph.D. Regulations, Ordinances, Guidelines, and notifications issued from time to time.

I therefore request you to kindly consider and approve my request for extension of time for submission of the Ph.D. thesis. Thanking you.

Place: _____

Date: _____

Yours faithfully,

(Signature of Research Scholar)

Name: _____ **USN:** _____ **Department:** _____ **Research Centre:** _____

Mobile No.: _____ **Email ID:** _____

Recommendation of the Research Supervisor

I have reviewed the progress of the research work carried out by the above Research Scholar. The reasons furnished for seeking extension are found to be genuine. The scholar has made satisfactory progress and is expected to complete the remaining work within the extended period sought.

Hence, I recommend the request for extension of time for submission of the Ph.D. thesis Ph.D. Regulation

Place: _____

Date: _____

(Signature of Research Supervisor)

Name: _____ Designation: _____

Research Center: _____ Mobile No.: _____ Email ID: _____

Forwarding by the Head of the Research Centre

The request submitted by the above Research Scholar and duly recommended by the Research Supervisor is forwarded for consideration and approval by the University.

Place: _____ Date: _____

(Signature)

Head of the Research Centre

Name: _____

Seal of the Institution