

To

The Registrar
Visvesvaraya Technological University (VTU)
Belagavi – 590018

Through:

1. Research Supervisor
2. Head of the Research Centre

Subject: Request for Re-Registration to the Ph.D. Programme

Respected Sir,

I, **Mr./Ms.** _____, Research Scholar in the Department of _____, **bearing USN ** _____****, was admitted to the Ph.D. Programme during the academic year _____ under the guidance of **Dr.** _____, Research Supervisor.

As I have not been able to complete and submit my Ph.D. thesis within the prescribed duration of the programme, I hereby request permission for **Re-Registration** to continue my research work and complete the remaining requirements leading to the submission of the thesis.

I undertake to abide by all the provisions of the University Ph.D. Regulations, Ordinances, Guidelines, and notifications governing Re-Registration and thesis submission. I also undertake to remit the prescribed Re-Registration fee and comply with all requirements stipulated by the University.

I therefore request the University to kindly consider my application and grant approval for Re-Registration to the Ph.D. Programme.

Thanking you.

Place: _____

Date: _____

Yours faithfully,

(Signature of Research Scholar)

Name: _____ USN: _____

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

Recommendation of the Research Supervisor

I recommend the above request for Re-Registration. The research scholar has made satisfactory progress in the research work and requires additional time to complete the remaining requirements and submit the thesis.

Place: _____

Date: _____

(Signature of Research Supervisor)

Name: _____ Designation: _____

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

Forwarding by the Head of the Research Centre

Forwarded and recommended for consideration and approval of Re-Registration as per the University regulations.

Place: _____

Date: _____

(Signature)

Head of the Research Centre

Name: _____

Seal of the Institution