



## Koneru Lakshmaiah Education Foundation

(Deemed to be University estd. u/s. 3 of the UGC Act, 1956)

❖ Recognised as Category 1 University by UGC ❖ Approved by AICTE ❖ ISO 21001:2018 Certified

**Campus:** Green Fields, Vaddeswaram - 522 302, Guntur District, Andhra Pradesh, INDIA.

Phone No. +91 8645 - 350 200; [www.kluniversity.in](http://www.kluniversity.in)

**Admin Off:** 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2577715, 2576129

### CHECKLIST FOR RECOMMENDING TO OPEN-TALK

- Y Admission Proceedings copy highlighting the date of admission
- Y Pre-Ph.D Marks List (Minimum of 1 year to be completed before applying for Pre-Talk)
- Y No dues statement from R&D office.
- Y ERP Data Entry Completion Screenshot Proof
- Y Annexure - O's of all reviews (Recent review must be within past 6 months is mandatory)
- Y Scopus indexed publication proofs (first page only).
- Y Screenshot of all publications in [www.scopus.com](http://www.scopus.com) highlighting Koneru Lakshmaiah Education Foundation affiliation, Scholar and supervisor names.
- Y **ANNEXURE-O2 (Recommendation to Open-Talk)** forwarded by DC members, RPAC Chairman and BOS Chairman
- Y PPT in the Prescribed Format—Approval Proof
- Y Rough Draft of Synopsis verified by all DC members.
- Y DC members List indicating Designation, Email-ID & Mobile number
- Y Conference Participation/ Paper presented certificate
- Y SSC Mark list and PG OD

### CHECKLIST FOR RECOMMENDING TO PRE-TALK (for humanities till 13<sup>th</sup> Batch)

- Y Admission Proceedings copy highlighting the date of admission
- Y Pre-Ph.D Marks List (Minimum of 1 year to be completed before applying for Pre-Talk)
- Y No dues statement from R&D office
- Y ERP Data Entry Completion Screenshot Proof
- Y Annexure - O's of all reviews (Recent review must be within past 6 months is mandatory)
- Y Google scholar(for humanities)
- Y Screenshot of all publications in Google scholar (for humanities) highlighting K L affiliation, Scholar and supervisor names.
- Y **ANNEXURE-O2 (Recommendation to Open-Talk)** forwarded by DC members, RPAC Chairman and BOS Chairman
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- Y Rough Draft of Synopsis verified by all DC members.
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## ANNEXURE-O2

### Recommendation to Open-Talk

To,  
The Dean R&D,  
K L E F,  
Green fields, Vaddeswaram,  
Guntur District - 522502.

We have conducted \_\_\_\_\_ no. of reviews on the progress of the research pursued by Mr/Ms/Mrs. \_\_\_\_\_ bearing Regd.No. \_\_\_\_\_ in the department of \_\_\_\_\_ on \_\_\_\_\_.

Mention the dates of reviews attended: \_\_\_\_\_

Title of Research Work:

The Candidate has fulfilled the earlier comments/suggestions given by the doctoral committee. YES/NO

The candidate has published \_\_\_\_\_ no. of Scopus publications and \_\_\_\_\_ no. of SCI publications as per the regulations and norms of K L E F. The candidate has cleared Pre-Ph.D exam on \_\_\_\_\_. The draft of Synopsis is thoroughly verified by the committee and has given remarks to the scholar.

Therefore it is recommended that the candidate may appear for Open-Talk on a scheduled date proposed by Academic research Division.

Signatures:

Chairman (DRC)  
Name:  
Date:

Supervisor/Convener (DRC)  
Name:  
Date:

Member (DRC)  
Name:  
Date:

Member (DRC)  
Name:  
Date:

Forwarded by:

RPAC Chairman

BOS Chairman



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Scholar NAME	
E-MAIL ID	
Phone no	
Supervisor Name	
E-mail	
Phone no:	
External Supervisor NAME	
E-MAIL ID	
<b>DC-1</b>	
NAME	
DESIGNATION	
EMAIL ID	
<b>DC-2</b>	
NAME	
DESIGNATION	
EMAIL ID	
<b>DC-CHAIRMAN</b>	
NAME	
DESIGNATION	
EMAIL ID	
<b>RPAC</b>	
NAME	
DESIGNATION	
EMAIL ID	
<b>BOS</b>	
NAME	
DESIGNATION	
EMAIL ID	

Sent Soft copy to : [academicresearch@kluniversity.in](mailto:academicresearch@kluniversity.in)