#### 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

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)
- Υ No dues statement from R&D office.
- Υ 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 <a href="www.scopus.com">www.scopus.com</a> 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
- PPT in the Prescribed Format—Approval Proof
- Y Rough Draft of Synopsis verified by all DC members.
- Υ DC members List indicating Designation, Email-ID & Mobile number
- Y Conference Participation/ Paper presented certificate
- Υ SSC Mark list and PG OD

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

- Υ 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
- Υ 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
- Y PPT in the Prescribed Format—Approval Proof
- Y Rough Draft of Synopsis verified by all DC members.
- Υ DC members List indicating Designation, Email-ID & Mobile number
- Υ Conference Participation/ Paper presented certificate
- Y SSC Mark list and PG OD

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Forwarded by:

**RPAC Chairman** 

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#### **ANNEXURE-02**

#### Recommendation to Open-Talk

To, The Dean R&D, KLEF, Green fields, Vaddeswaram, Guntur District - 522502. We have conducted\_\_\_\_\_\_no. of reviews on the progress of the research pursued by Mr/Ms/Mrs.\_\_\_\_\_\_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) Supervisor/Convener (DRC) Name: Name: Date: Date: Member (DRC) Member (DRC) Name: Name: Date: Date:

**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	
DC-1	
NAME	
DESIGNATION	
EMAIL ID	
DC-2	
NAME	
DESIGNATION	
EMAIL ID	
DC-CHAIRMAN	
NAME	
DESIGNATION	
EMAIL ID	
RPAC	
NAME	
DESIGNATION	
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