

## **Thesis Submission Procedure for Ph.D students:**

1. Kindly make payment of Rs. **2000/-** in accounts section towards “Thesis Submission Fees”.
2. Email soft copy of the Synopsis & thesis in separate pdf files through institute email account on following email ID :  
[\*\*phd1@iitk.ac.in\*\*](mailto:phd1@iitk.ac.in) (for PHY, CHM, MTH, HSS & BSBE)  
[\*\*phd2@iitk.ac.in\*\*](mailto:phd2@iitk.ac.in) (for other departments)
3. **Things to be submitted in DOAA Office:**
  - a. Hard copies of thesis depending upon the number of thesis supervisors.  
**Example: if 1 Supervisor then 7 copies to be submitted.  
If 2 supervisors then 8 copies to be submitted.**
  - b. Thesis submission fee receipt of Rs **2000/-**  
***(The yellow receipt received from accounts section)***
  - c. Three CD’s containing the synopsis & thesis in pdf format along with name, Roll no. & Department written on all the CD’s with permanent marker pen.

### **Important Notes:**

1. The size of the pdf **should not exceed 12 MB**. If it is more than that kindly reduce the quality of the images in the thesis & bring it down to the desired size.
2. The work on the file will start **ONLY** after receiving the soft copy of the thesis & Synopsis.