Office of the Academic Registrar
মাধৱদেৱ বিশ্ববিদ্যালয়
MADHABDEV UNIVERSITY
A State University established under the Assam Act No. XXXV of 2017
Narayanpur, P.O.: Dikrong (784164), Dist.: Lakhimpur, Assam
Phone No.: 03752 262919, E-mail: academicregistrarmdu@gmail.com

Ref. No.: MDU/23/ACADR/49/8009 Date: 02.11.2026

## Notice

It is hereby informed to all concerned that the following procedure shall be followed for the Ph.D. pre-submission process:

1. **Submission by the Supervisor:** The concerned Supervisor shall submit an application to the Head of the Department (HoD)/DRC/Chairman of the Research Advisory Committee (RAC), certifying that the research scholar is ready for the pre-submission seminar. The application shall be accompanied by a panel of three subject experts.
2. **Forwarding by the HoD:** The concerned HoD shall forward the application, along with the panel of experts, to the Associate Dean, Research and Development (R&D).
3. **Forwarding by the Associate Dean, R&D:** The Associate Dean, R&D, shall forward the application and the panel of experts to the Academic Registrar for further necessary action.
4. **Approval of the Vice-Chancellor:** The Academic Registrar shall place the application, along with the proposed panel of experts, before the Hon'ble Vice-Chancellor for approval.
5. **Issuance of Notification:** Upon approval of the Hon'ble Vice-Chancellor and finalization of the subject expert the Academic Registrar shall issue the necessary notification and letters of invitation to the approved subject experts.

All concerned are requested to adhere to the above procedure for the smooth and systematic conduct of the Ph.D. pre-submission process

This is issued with the approval of Honb'le Vice Chancellor.

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(Dr. Limpon Bora)
Academic Registrar
Madhabdev University

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Copy forwarded for information to-
1. The Hon'ble Vice-Chancellor
2. The Registrar
3. The Associate Dean Research and Development.
4. All Research Supervisors concerned.
5. Office File

Limpon Bora
(Dr. Limpon Bora)
Academic Registrar
Madhabdev University

Academic Registrar
Madhabdev University
Narayanpur, Lakhimpur