**Part-time (MAHE employees): Letter of Undertaking Annexure 17; Version 1, 01 August 2023**

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| **Registration No** |  |
| **Candidate Name** |  |
| **Name of the Institution** |  |
| **Date of Joining** |  |

**Duration of the Program**

* The minimum duration is 4 years & 6 months from the date of joining
	+ You are required to renew your registration for subsequent semester every 6 months after admission to PhD program.
	+ Admission gets cancelled if the candidate leaves the institution before the completion of minimum duration of the PhD program
* The candidate is required to submit PhD protocol to the Institution for Institutional Protocol Approval Committee (IPAC) presentation and approval within 6 months of date of joining.
* Extension beyond the minimum period will be based on the recommendation of the Doctoral Advisory Committee (DAC) and this requires approval from CDS MAHE Manipal.
* The maximum duration of PhD program is 7 years from the date of joining.
	+ The admission stands cancelled on completion of maximum duration

**Course Fee**

* Candidates have to pay the prescribed fee
* Fee paid after the due date attracts a penalty of 12%
* Students who pursue the course beyond 3 years 6 months, are required to remit semester fee for the extended period

**Course Discontinuation**

* In the event that candidate wishes to discontinue from the Ph.D. program, he / she is not eligible for refund of the fee paid

**Cancellation of Registration:**

 Registration will be cancelled in following situations:

• If two DAC reports are NOT presented as per the timeline

* Recommendation from DAC and PhD Core-Committee of MAHE for any other reasons
* If the candidate leaves the institution without prior approval from Guide / Department / HOI / CDS etc
* On completion of maximum duration of the course
* If the candidate brings disrepute to the Department / Institution / University in any form

**Other Requirements**

* It is imperative that candidates comply with the Ph.D. guidelines provided at [www.manipal.edu/phd](http://www.manipal.edu/phd)

**Undertaking**

I confirm that I have read and understood the above regulations, and agree to abide by the same

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CANDIDATE NAME SIGNATURE WITH DATE