



**Prof. Sankar Natesan, Ph.D.,**

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**Registrar i/c**

**Tamil Nadu, India.**

Ref: MKU/PhD/Viva-Voce/VC/2020

05.06.2020.

## **NOTIFICATION**

Sub: Conduct of Ph.D. Viva-Voce Examination through Video Conferencing in view of Covid-19 Pandemic and subsequent lockdown – reg.

Ref: UGC Guidelines on Examinations and Academic Calendar for the Universities in View of COVID-19 Pandemic and Subsequent Lockdown, dt. 29.04.2020.

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I am, by direction, to inform that in view of the Covid-19 Pandemic and subsequent lockdown, the University Grants Commission has issued guidelines to conduct the Viva-Voce Examinations for Ph.D. through Video Conference mode. Accordingly, the following are the procedure for conducting the Viva-Voce Examination through Video Conferencing:

- i. The Viva -Voce Examinations may be conducted through Video Conferencing using reliable and mutually convenient technology, subject to prior approval (proforma available in the website) of the University in compliance with the UGC Regulations, 2016.
- ii. The Viva-Voce Examination notification along with synopsis shall be uploaded in the University / College / Research Centre website 15 days prior to the date of Viva-Voce after obtaining approval. The notification shall contain the details of date, time, venue, mobile app / software, meeting ID, contact details for technical assistance and other relevant information. Mail invitation shall be marked (CC) to the University E-mail : [research@mkuniversity.ac.in](mailto:research@mkuniversity.ac.in)
- iii. While conducting the Viva-Voce Examination through Video Conferencing, the Research Supervisor shall ensure the forum is open to the members of the Research Advisory Committee, faculty members of the department, research scholars and other interested experts/researchers. The Supervisor shall ensure maximum participation of experts / researchers without relaxing the norms followed in conventional mode of public Viva-Voce Examination.
- iv. The Research Supervisor / Convener shall follow the guidelines stipulated under Para No.20 of Ph.D. Regulations 2016 of Madurai Kamaraj University. During the presentation, formal dress code shall be followed. The name of the Research Centre and logo shall also be displayed.
- v. The Research Supervisors shall submit the list of members invited with their official address (provide copy of the invitation mail), the list of members participated with their official address (provide the link copy) and the complete Audio-Video proceedings in the form of a CD along with the report signed (can be digital) by the Supervisor and External Examiner. Proforma to be furnished along with the report is available in the University website.
- vi. The institute which is conducting the Viva-Voce Examination shall ensure all health safety measures such as wearing mask, personal hygiene, social distancing, etc. for the participants, wherever required.
- vii. The above procedure shall be followed until further orders subject to the instructions of the Government from time to time.

The Chairpersons of All Schools, Principals of all Affiliated Colleges and Directors of all Research Centres are requested to circulate this notification among all the stakeholders.

**/Signed/  
REGISTRAR i/c**

To

The Chairpersons of All Schools, Principals of all Affiliated Colleges and Directors of all Research Centres, Madurai Kamaraj University.

Copy to:

- i. Vice-chancellor's Office
- ii. Registrar's Section