

TAMIL NADU TEACHERS EDUCATION UNIVERSITY, CHENNAI – 97.

Guidelines for the Conduct of Online Ph.D. Viva-voce Examination

1. The University shall permit the conduct of Ph.D. viva voce examination through online platform. However, the conduct of viva-voce examination shall not be permitted by means of telephone conference.
2. The conduct of Ph.D. viva voce examination through online shall be considered under unavoidable circumstances such as Government imposed lockdown or ban on public gathering for a prolonged period, and if there are good reasons not to delay the viva. However, online viva-voce shall not be viewed as a routine alternative to a face-to-face viva voce examination.
3. On receipt of the Ph.D online viva-voce examination communication from this University, the Research Supervisor and the External Examiner if interested to conduct the viva through online mode has to submit a written request with the filled in Format 'A' & Format 'B'(Can be downloaded from the University website www.tnteu.ac.in) to the Controller of Examinations (by name) through registered post and soft copy of the same be sent to the following email onlinephdivatnteu@gmail.com.
4. On receipt of the confirmation of permission to conduct the online Ph.D viva-voce examination from the university, the schedule of the conduct of online Ph.D viva-voce examination shall be circulated to all concerned well in advance by the Research Supervisor, at least fifteen (15) days before the conduct of online viva-voce examination. It is advised to ensure that the minimum number of participants in the Viva-voce examination should be thirty (30).
5. Platform for the conduct of online viva voce examination shall be arranged by the University. The online link for the conduct of the same will be provided to the Research Supervisor, External Examiner and the candidate by **Mr.Vishnu Bharathi, System Analyst, TNTEU, Chennai-97. Mob: 99946 75521**. The Research Supervisor is solely responsible for arranging the minimum required number of participants (30) inclusive of Research Scholars and teachers to attend the viva voce examination through the provided link.
6. Rs.1500/- has to be paid by the candidate in the form of Demand Draft drawn in favour of the Registrar, TNTEU payable at Chennai towards processing fee for making arrangements for conduct of online viva voce examination.
7. The maximum and the minimum time limit for the conduct of Ph.D online viva voce examination is 2 hours and 1 ½ hour respectively. The candidate shall make a presentation of his or her research accomplishments. The candidate needs to furnish

satisfactory clarification to the queries/questions raised by the examiners and the audience as in the case of face-to-face viva-mode.

8. The Online Ph.D viva voce examination should be conducted only on working days between 10 am and 5 pm, except National Holidays/Public Holidays/Sundays.
9. In the event of any technical glitches before or during the viva voce examination, or other concerns regarding the conduct of the viva, the Controller of Examinations shall decide on the continuance or rescheduling of the same.
10. The report of the online Ph.D viva-voce examination along with the relevant documents must be submitted to the Controller of Examinations by name in person or through registered post, by the Research Supervisor.
11. The following documents should be duly signed by the Board of Examiners which comprised of the Research Supervisor, External Examiner and Head of the University Department/Research Center:
 - i. Minutes of viva-voce examination
 - ii. List of Attendees
 - iii. A few screen shots of viva voce examination
12. **ALL THE COMMUNICATIONS SUCH AS REQUISITION TO CONDUCT OF ONLINE Ph.D VIVA - VOCE EXAMINATION, LIST OF ATTENDEES, MINUTES OF THE Ph.D VIVA-VOCE EXAMINATION MUST BE ROUTED THROUGH THE HEAD OF THE CONCERNED DEPARTMENT/PRINCIPAL OF THE INSTITUTION, TO THE CONTROLLER OF EXAMINATIONS, TAMIL NADU TEACHERS EDUCATION UNIVERSITY, KARAPAKKAM, CHENNAI -97. HE/SHE WILL BE ALSO A MEMBER IN THE BOARD OF VIVA-VOCE EXAMINATION.**
13. Remuneration will be paid to the External Examiner directly by the University as per the norms (Rs.1000/-).
14. Copy of the thesis should be made available in the Library of the University/Centre for Research.
15. The above procedures shall be followed until further orders from the Government/University Grants Commission.



TAMIL NADU TEACHERS EDUCATION UNIVERSITY
KARAPAKKAM, CHENNAI – 97. TAMIL NADU, INDIA

FORMAT – A

REQUEST FOR CONDUCT OF ONLINE Ph.D VIVA-VOCE EXAMINATION

1.	Name of the Scholar	
2.	Registration Number	
3.	Category of Registration	Full Time/Part Time
4.	University Department / Name of the Institution	
5.	Title of the thesis	
6.	Name & address of the Research Supervisor (Convener)	
7.	Willingness received from the External Examiner	Yes/No
8.	Name, Designation and Address of the External Examiner with Mobile number and E-mail Id.	
9.	Convenient dates suggested (after providing 15 days time)	1. _____ FN/AN 2. _____ FN/AN
10.	List of names & mail-id of the probable faculty members and scholars (Minimum 30) who will attend the viva voce.	

Signature of the Supervisor
(Name & Seal)

Forwarded by the Principal / Head of the Department
(With seal)



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FORMAT - B

LIST OF PROBABLE PARTICIPANTS TO PARTICIPATE IN THE ONLINE Ph.D VIVA-VOCE EXAMINATION

Name of the Scholar :

Registration Number :

Title of the Thesis :

Tentative Dates & Time of Viva : 1. 2.

Sl.No.	Name, Designation and Address of the Participants	Email-id
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Signature of the Supervisor
(Name & Seal)