

**MS (By Research) Thesis Submission Procedure to be followed during the
Closure of the Institute due to COVID-19**

This procedure replaces the existing thesis submission procedure until further notice.

1. The Thesis Supervisor emails softcopies (PDF) of synopsis and the list of examiners (duly signed by DPGC and Head of the Department) at least 4 weeks before the thesis submission date at the email id mtech_thesis@iitk.ac.in.
2. Student submits the pre-submission draft of the thesis soft copy (PDF) to the Thesis Processing Cell (TPC) by email ppd_doa@iitk.ac.in with a copy to the Supervisor for Similarity Check and Formatting Check, along with the filled Thesis Processing Form (.DOCX file: <http://www.iitk.ac.in/doaa/data/processing-form.docx>).
3. The student **uploads** a soft copy of the thesis (PDF), signed declaration form (PDF; See Page 14 of Thesis Preparation Guidelines), **Synopsis (PDF)**, and Thesis Processing Form (PDF) generated by the Thesis Processing Cell and duly signed by the student and the supervisor.

The link to upload the thesis is here: <https://oag.iitk.ac.in/studoaiitk>

Important Notes:

- a) The size of the soft copy the thesis (PDF) should preferably not exceed 12 MB.
- b) TPC requires at least 2 working days to generate Similarity Report and Formatting Report.
- c) Thesis Preparation Guidelines: <http://www.iitk.ac.in/doaa/data/thesisguide.pdf>
- d) Thesis Processing Cell: <http://www.iitk.ac.in/doaa/tpc>
- e) For any queries on thesis processing, contact mtech_thesis@iitk.ac.in



Dean, Academic Affairs

June 12, 2020