*[To be printed on Letter Head]*

To

*NAME*

The Director,

Centre for Doctoral Studies

Manipal Academy of Higher Education (MAHE)

Subject; Submission of PhD proposal by *Name of the candidate* Bangalore

*Date*

Dear Madam/Sir,

Please find attached the following documents enclosed within (as detailed in Section 6.9 PhD guidelines, Manipal University)„ required for the submission of the PhD proposal,

1. Recommendation of the DAC

1. Composition of DAC with address, phone number, e-mail ID and signature
2. Duly completed application form
3. Copy of the Master's degree certificate
4. Copies of Master's degree mark-sheets
5. One copy of the research proposal (soft, black bound)
6. Plagiarism check/similarity index report signed by the candidate and supervisor and cosupervisor (as appropriate)

The study will be conducted by *NAME* under the guidance of Dr. *NAME*. The first DAC meeting was held with all the faculty members listed.

As required, the soft copy of the proposal has also been sent to your email address i.e. [cds.mahe@manipal.edu](mailto:cds.mahe@manipal.edu). The submitted documents are verified to the best of my knowledge as well as the DAC members. Kindly refer the documents and do the needful.

Thank you for your consideration.

Yours sincerely

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