Savitribai Phule Pune University
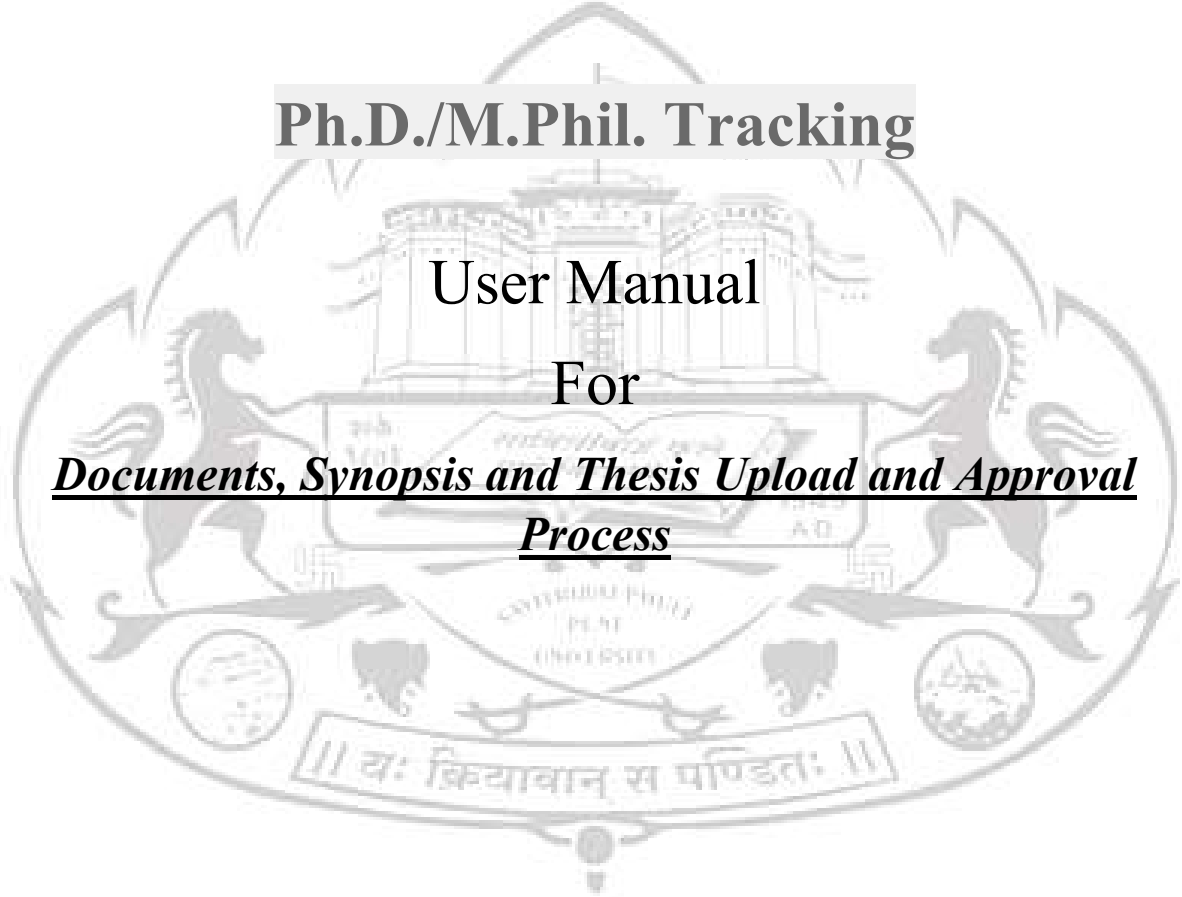
सावित्रीबाईफुलेपुणेविद्यापीठ

Ph.D./M.Phil. Tracking

User Manual

For

Documents, Synopsis and Thesis Upload and Approval Process

A) Documents, Synopsis and Thesis Upload Process *for Student* on Ph.D. Tracking System

- Enter the following URL to your browser http://bcud.unipune.ac.in/
- Click on **Ph.D./M.Phil. Tracking** **or enter following URL**
  http://bcud.unipune.ac.in//PHDTracking/PhdStud_Signup/Login.aspx
- Enter your credentials email id as a username and password.

पीएच. डी . अभ्यासक्रमास प्रवेश घेतलेल्या विद्यार्थ्यांची माहिती ऑनलाईन अद्ययावत करणेबाबत (Ph. D. Tracking System 2016) Click Here..
भारतरत्न जे. आर. डी. टाटा गुणवंत संशोधक शिष्यवृत्ती योजना. Click Here..

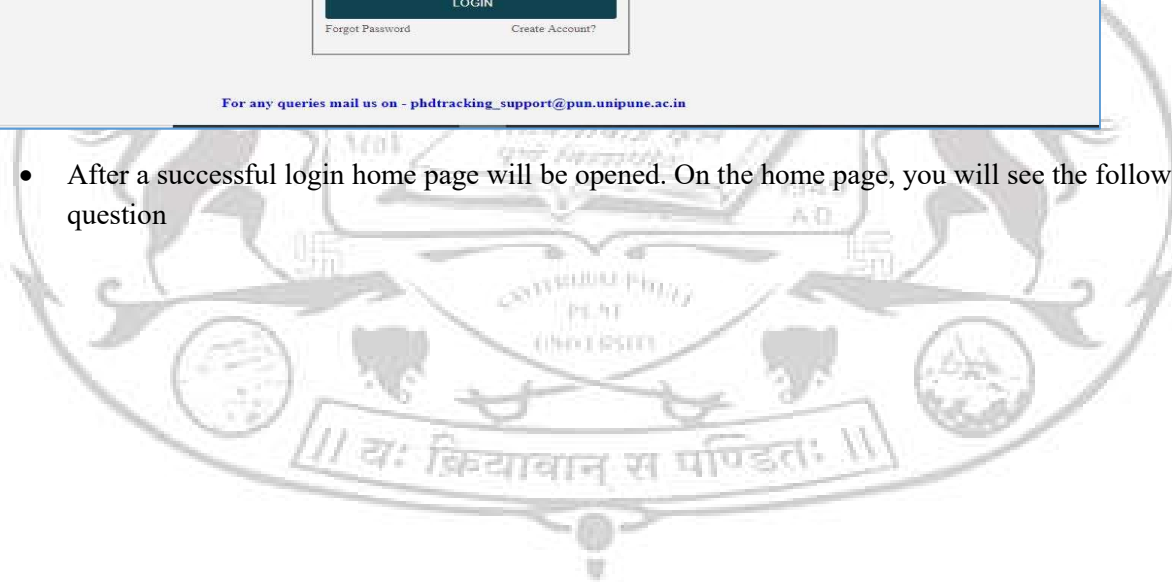**Welcome To PH.D login**

User Name
vaibhav.pame@gmail.com

Password
••••••

LOGIN

Forgot Password   Create Account?

For any queries mail us on - phdtracking_support@pun.unipune.ac.in

- After a successful login home page will be opened. On the home page, you will see the following question

Do you want to update your PhD progress status? Shown in the following picture. Please click on **Yes**.

- After clicking on Yes. You will see your Ph.D. progress status and different data in tabular format.

➢ *Upload Progress Report in the following link by clicking Add/View/Edit button.*

> *Upload following document by clicking Add/View/Edit button.*
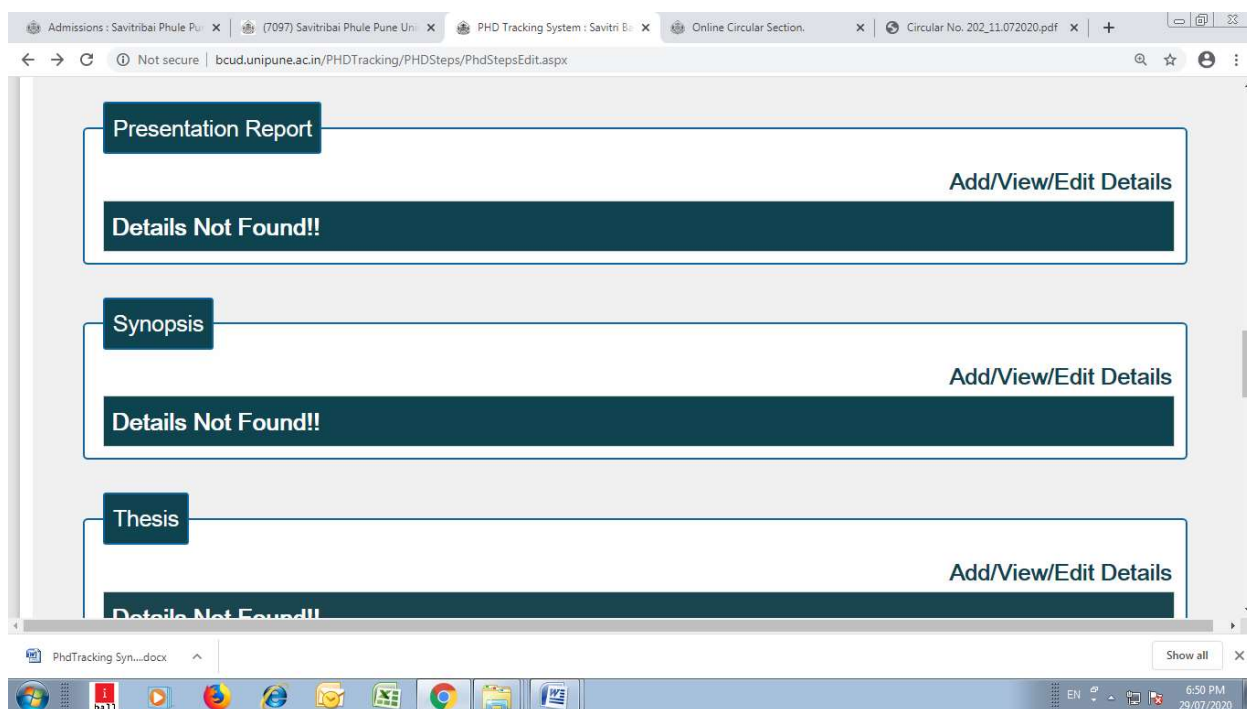
List of Document:

1. Admission Form in prescribed format as per provision of Ph.D. rules (Appendix 'A')
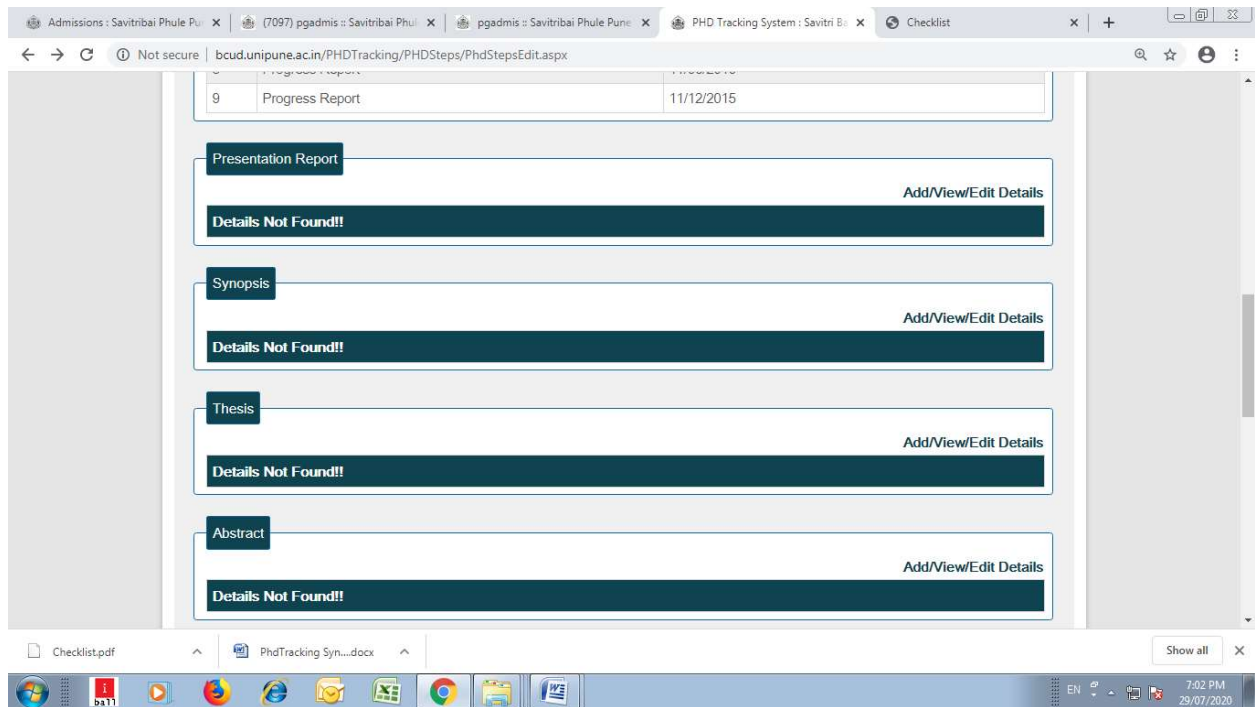
2. Provisional Admission / Registration letter (Appendix 'C')

3. Topic & Title approval letter (R & R Committee letter)

4. Confirmation letter (Appendix 'D')

5. Statement of Marks (10th, 12th, Graduate, Post Graduate)

6. Certificate of M.Phil. NET/SET/GATE/SRF/JRF (if applicable)

7. Course Work Completion Certificate / In case of exemption upload M.Phil. Declaration /Degree

8. Copy of Guide Recognition Letter (valid period)

9. Copy of Research Centre Recognition Letter

10. Cast Certificate (if applicable)

11. Guide Change Letter (if applicable)

12. Title Change Letter (if applicable)

13. Centre Change Letter (if applicable)

14. Re-Registration Letter / Special Extension (if applicable)

15. Copy of documents if the candidate availed any fellowship / scholarship

> *How to upload Synopsis and Supporting Documents.*
> - After clicking on Add/View/Edit details you will see the window where you have to upload your synopsis and supporting documents as shown in the following picture

List of Documents required to be uploaded for Synopsis Submission as per provision of Ph.D. rules
 1. Synopsis Form in prescribed format (Appendix 'F')
2. Copy of pre-synopsis presentation report along with copy of Synopsis

3. Copy of online payment details against synopsis submission fees

4. Copy of Research Advisory Committee Report of work evaluation of Research Scholar

5. Copy of certificate of paper presentation in conference / seminar

6. Copy of published paper in refereed journal

7. Copy of payment details made by Research center against University share (Not applicable for University Department students)

- All supportive documents should be with 5MB PDF files. Selecting respective files click on the upload button. After uploading documents your request is generated for the synopsis.
- After uploading documents you can view documents by clicking on the View button as shown in the following picture.

Back

Uploaded Documents

Sr.No.	Application ID	Document Name	Document Date	Doc Upload		
1	161200041	Progress Report	17/12/2017	Yes	View/Edit	Delete
2	161200041	Progress Report	15/02/2020	No	View/Edit	Delete
3	161200041	Progress Report	11/12/2016	Yes	View/Edit	Delete
4	161200041	Progress Report	15/02/2021	Yes	View/Edit	Delete
5	161200041	Progress Report	12/12/2015	Yes	View/Edit	Delete
6	161200041	Presentation Report	11/12/2015	Yes	View/Edit	Delete
7	161200041	Presentation Report	12/12/2015	Yes	View/Edit	Delete
8	161200041	Synopsis	25/05/2020	Yes	View/Edit	Delete

Uploaded Sub Documents

Sr.No.	Application ID	Document Name		
1	161200041	Original Pre-Synopsis Presentation Report	View	Edit
2	161200041	M.Phil / Course Work Completion Certificate	View	Edit
3	161200041	Xerox copy of all Progress Reports	View	Edit
4	161200041	National / International Published Papers signed by Guide	View	Edit
5	161200041	Synopsis 5 Copies duly signed by Guide	View	Edit
6	161200041	University share of fees of student paid by center (Rs. 5000/- per year)	View	Edit

- The research center, Research guide, and University Ph.D. Section will approve your request. After approval of a request, you need to pay fees by clicking on the **Make Payment** button in Synopsis. You have options to pay challan by NET banking, credit cards, or debit cards. See the following picture.

Presentation Report

Add/View/Edit Details

Sr.No	Document Name	Document Date
2	Presentation Report	12/12/2015
1	Presentation Report	11/12/2015

Synopsis

Add/View/Edit Details

Sr.No	Document Name	Document Date	Make Payment
1	Synopsis	25/05/2020	Make Payment

How to upload Thesis:

- For uploading the thesis, you need to complete the synopsis process with payment.
- Click on Add/View/Edit Details in Thesis tab as shown in the following tab.

- You will see the following window to upload the thesis and supportive documents.
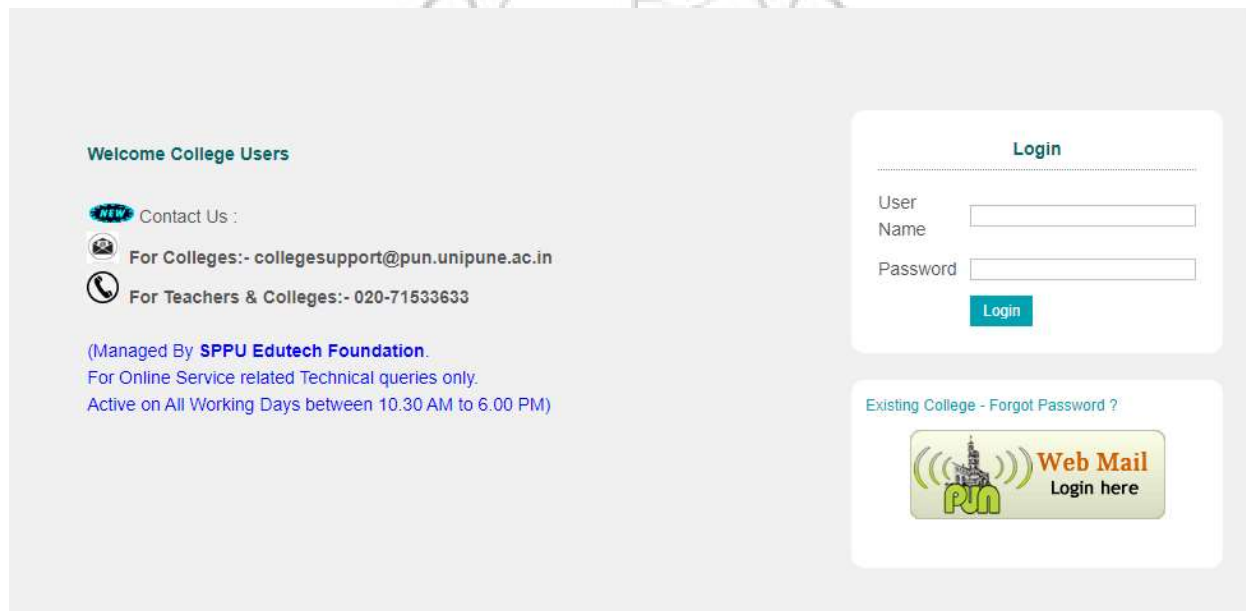

List of required Documents to be uploaded for Thesis Submission as per provision of Ph.D. rules

1. Thesis Form in prescribed format with soft copy of thesis as per Appendix 'G'

2. Copy of online payment details against Thesis submission fees

3. Copy of Plagiarism report as per provision of University Circular No. 175/2018 dated 27/09/2018

4. Copy of Abstract of thesis

5. Copy of acknowledgment of thesis by Guide and Research centre

6. Copy of published paper in refereed journal (in case if not submitted at the time of synopsis)

7. Copy of NOC from University Department, Library, and Hostel (Only applicable for University Department Students)

- All supportive documents should be less than 5MB Pdf files. After uploading all the details, the thesis request generated and a request will be approved by the research center, research guide, and university Ph.D. section. If any document is disapproved then you need to update a respective document. After approval of all the authorities, you need to pay fees for the thesis by clicking on the **Make Payment** button in the thesis tab.

B) Documents, Synopsis and Thesis Upload and Approval Process _for Research Center_ on Ph.D. Tracking System

- Enter the following URL in your browser https://bcud.unipune.ac.in/root/login.aspx
- Enter your Research Center login username and password.

Welcome College Users

NEW Contact Us :

✉ For Colleges:- collegesupport@pun.unipune.ac.in

📞 For Teachers & Colleges:- 020-71533633

(Managed By **SPPU Edutech Foundation**.
For Online Service related Technical queries only.
Active on All Working Days between 10.30 AM to 6.00 PM)

Login

User Name

Password

Login

Existing College - Forgot Password ?

((( ))) **Web Mail**
Login here

- After successful login in the main menu select the menu **Ph.D. Tracking**

Click
Here

- After selecting **Ph.D. Tracking** you are redirected to the following page:

Click Here

- After selecting **Approve Thesis and Synopsis Document** you are redirected to the following page:

- After that click on **View** button list of documents are appeared with documents uploaded by the student for Synopsis and Thesis submission.
- All required and attached documents should check, verify and approve by Research Center.

C) Documents, Synopsis and Thesis Upload and Approval Process _for Research Guide_ on Ph.D. Tracking System

- Enter the following URL in your browserhttp://bcud.unipune.ac.in/root/login.aspx
- Enter your Teacher login username and password.

- After Successful login you have to redirect to the following Dashboard:

- After click on **Approve Thesis and Synopsis Documents** link you redirect to the following page:

Here you have to view data in two tabular formats:

- *Research Guide views the uploaded document for approval.*
- *Research Guide view approved document.*

Main Menu ▼			Welcome 52201585897 Logout

Requests

Faculty	Subject	
Architecture	All	1

Sr.No.	StudentName	College	Research Topic	Document Name	
1	erwerwerwerwer shubham shankar	our test organization Test College Dummy College Addr: latur Ta: Pune (corporation Area) Dist: Pune	dfsfsdf	Thesis	View

Click Here.

Approved and Rejected All Requests

Sr.No.	StudentName	College	Research Topic	Document Name	Status	
1	erwerwerwerwer shubham shankar	our test organization Test College Dummy College Addr: latur Ta: Pune (corporation Area) Dist: Pune	dfsfsdf	Synopsis	Approved by Guide	View

After click View button you have redirectedthe following page for Document Approve/Reject.

Uploaded Documents

Student name   erwerwerwerwer shubham shankar
Name of the research center   our test organization Test College Dummy College Addr: latur Ta: Pune (corporation Area) Dist: Pune
Research Topic   dfsfsdf
Document Name   Thesis

Sr.No.	Document Name	
1	Turnitin Report / Urkund Report less than 10% Plgarism report	View
2	Abstract with the Signature of Guide and Student (5 Copies)	View
3	Acknowledgement of thesis received by Guide	View
4	Acknowledgement of thesis received by Centre	View
5	NOC from Department, Library, Hostel	View
6	Thesis Submission Report	View

Remark : [_____]

Close   Approve   Reject

- The list of approved document will appeared as redirected to the following page after Research Guide approval for Synopsis and Thesis submission.

After successfully completed all above process Research Guide can generate request for Online Viva-voce process through their login.