



**NETAJI SUBHAS OPEN UNIVERSITY**  
(ESTABLISHED BY W.B.ACT (XIX) OF 1997, RECOGNIZED BY U.G.C.)  
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**APPLICATION FOR EXEMPTION OF COURSE WORK**

To  
The Registrar  
Netaji Subhas Open University  
DD-26, Sector-I, 2<sup>nd</sup> Floor (Ph.D. Section)  
Salt Lake City, Kolkata-700064, West Bengal

Sir/Madam,

I, Mr./Ms \_\_\_\_\_ bearing Application ID.  
\_\_\_\_\_ willing to pursue Ph.D. programme in \_\_\_\_\_  
and got selected for the programme against notification number \_\_\_\_\_ dated \_\_\_\_\_.

I have paid the requisite fee to pursue Course Work which is pre-requirement of starting Ph.D. programme from Netaji Subhas Open University. As per Netaji Subhas Open University (NSOU) Ph.D. Regulations 2018, I, may be allowed to get exemption from doing Course Work and course fee may be refunded as per University norms as I have completed M.Phil. / Course Work keeping conformity with UGC (minimum standards and procedure of award of M.Phil./Ph.D. degrees) Regulations, 2016.

**Details of M.Phil./Course Work:**

Name of the University/ Institution from where M.Phil. / Course Work was completed:	
Year of Passing/ Completion:	
Title:	
Course Credit:	
Percentage/ Grade of Marks: (At least 55% marks or its equivalent grade 'B' in the UGC 7 – point scale in course work)	

**Photo Copy enclosed:** 1. Marksheet of M.Phil. (self-attested), 2. Course Work Completion Certificate (self-attested), 2. Payment Confirmation Receipt (Fee paid for Course Work Fee to NSOU).

Date:

Signature of the Candidate

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**For Office Use Only**

This is to certify that the candidate has completed the Course Work and is eligible to get exemption from doing course work and his/her fee may be refunded accordingly

Director, School of Studies  
(Office Seal)

Date: