

To

Date:-

The Controller of Examination,
GNA University,
Phagwara, Punjab.

Subject: Submission of PhD Thesis for Evaluation and Viva-Voce

Respected Sir/Mam,

With due respect, it is to state that I am a research scholar in your esteemed University, Enrolled in the Faculty of Hospitality in the year 2016 having registration no- GU-2016-..... Since thesis of my research work entitled “.....” is ready for submission, you are hereby requested to arrange my thesis evaluation as soon as possible. List of Enclosures is as given below

S. No	Particulars	Attached Yes / No	Remarks attached/not attached
1	Student No Dues Form		
2	2 copies of Thesis (spiral bound as per university format and color) with 1 Pendrive (MS word as well as pdf file + separate abstract)		
3	Supervisor Signed Turnitin Plagiarism Report		
4	Copy of Abstract of Thesis (hard and Soft copy)		

Thanking you in anticipation

Yours Truly,

Name and Signature:

Reg. No.

Name of Faculty:

Name of Program:

Date of Pre-Thesis Presentation:

Forwarded by:-

Dr.

Name and signature

Dr.

Name and signature

Supervisor

Co-Supervisor