



दिल्ली विश्वविद्यालय

UNIVERSITY OF DELHI

चिकित्सा विज्ञान संकाय

Faculty of Medical Sciences

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No. FMDS/247/PG/thesis-sub./2022/2025/2115

Date: 24.07.2025

**CIRCULAR**

**Subject: Procedure for submission of thesis of PG Students MDS Batch-2023.**

All the colleges/Institute are requested to follow the following procedure/instruction for the submission of thesis in respect of MDS Course Batch-2023 for which the last date is **28.02.2026**.

1. The students are required to download the **thesis submission form Batch-2023** from the following link of **<https://fmsc.ac.in/forms.htm>**
2. The **form is required to print back-to-back** and the students must mention their Enrolment Number already allotted to them. Those students, who have not allotted the Enrolment Number, are required to contact their Institute/College.
3. The students are required to deposit the fees of INR 15,000/- to the South Delhi Campus Online Mode (through UPI, Paytm or any other mode).

- (i) Name- **Director, UDSC-Maintenance A/c (other Charges)**
- (ii) Bank- **State Bank of India**
- (iii) Branch Code- **8778**
- (iv) Bank A/C No. **42113431541**
- (v) IFSC Code-**SBIN0008778**

*(The receipt of this payment will be scanned by the candidate and submitted to the College concerned)*

4. The link for payment of late fee (if any) is **<https://fee.du.ac.in/index.php/site/login>**

The students are advised to submit their thesis along with the following documents to their College/Institution latest by **28.02.2026**. Before submission of the thesis to the College concerned, the MDS students must ensure that all the pending dues is cleared on or before **28.02.2026**.

- a) Checklist Batch-2023
- b) One hardcopy of the thesis
- c) One hardcopy of the protocol
- d) One copy of Annual Tuition Fee (i.e 2<sup>nd</sup> & 3<sup>rd</sup> year), late fee receipt (if any).
- e) One signed softcopy of thesis in Pen drive.

Further, the College/Institution will be required to submit the data of PG students related to thesis in the prescribed format (i.e. **Annexure 8**), duly compiled by the department concerned, in the separate Pen Drive in the Faculty of Medical Sciences. Also, the thesis submitted by the students (One Hardcopy and Softcopy) along with all enclosures will be required to submit by the next working day i.e. **02.03.2026 (01.03.2026 is being Sunday)** of the last date of thesis submission.

**Note:** As per Clause 15.2 of PG Ordinance (MDS), No extension of time shall ordinarily be granted for submitting the thesis-protocol/ thesis beyond the **last date i.e. 28.02.2026** for genuine reasons on recommendation of Head of the institution. In case of such late submission a maximum of **2 weeks- time i.e. 14.03.2026 (Saturday)** would be granted with **late submission fee of 1000/- per day (as per University Notification no. Exam1/Secrecy/2024-25/690 dated 19.02.2024)**.

The above guidelines/instruction may be circulated among the concerned students for their reference and necessary action.

(Ashwani Kumar)  
Assistant Registrar (Medical)

Copy to

1. The Heads of all College/Institution with a request to inform the student concerned.