After the defense, for getting no dues from the library, the following is required at the time of Ph.D. thesis submission:

i) Soft copy of the Ph.D. thesis must be mailed to thesis@library.iitd.ac.in in specified single pdf format, which includes the followings:

- **Cover Page** printed in BOLD LETTERS:
  (a) The title at the top (b) Author’s name in the middle (c) IIT Delhi Logo (d) Name of the department/centre with INDIAN INSTITUTE OF TECHNOLOGY DELHI (f) MONTH YEAR of submission at the bottom

- **Copyright Page** on the left side at the inner cover page (© Indian Institute of Technology Delhi (IITD), New Delhi, Year of submission)

- **Title Page**
  TITLE OF THE THESIS at the top
  by
  ➢ Author’s name
  ➢ Name of the department/centre
  ➢ Submitted in fulfillment of requirements of degree of Doctor of Philosophy to the
  ➢ IIT Delhi Logo
  ➢ INDIAN INSTITUTE OF TECHNOLOGY DELHI
  ➢ MONTH YEAR of submission at the bottom

- Dedication page, if any
(Preliminary pages should be in small Romans from certificate onwards)

- A certificate with the date signed by the supervisor
- Acknowledgment signed by the researcher with the date
- Abstract (English)
- Saar (Hindi)
- Table of Contents
- List of Figures and List of Tables
- List of Symbols used if any
- List of acronyms/abbreviations, if any
  (main chapters should be in Indo-Arabic numerals)

- Chapters (Body of thesis)
- References
- Appendices, if any
- List of Publications, and
- Bio-data/CV.

ii) Submit one copy in hard at Central Library, Textbook Book Bank section on the Ground floor with maroon color cover must have Cover Page printed with golden tooling in BOLD LETTERS:

(a) The title at the top  
(b) Author’s name in the middle  
(c) IIT Delhi Logo  
(d) Name of the department/centre with INDIAN INSTITUTE OF TECHNOLOGY DELHI  
(e) MONTH YEAR of submission at the bottom and the following should be printed on Spine of the thesis:
(a) Year of publication at the top
(b) Author’s name in the middle
(c) Ph.D. IITD

The content of hard copy should be the same as the soft copy.

---

**Steps for Checking Overdue Fine and Books**

One should check the overdue fine and the books in the account by login into WebOPAC at [http://libcat.iitd.ac.in/](http://libcat.iitd.ac.in/) using Kerberos id and password.

➢ **Step 1:** Go To the IIT Delhi Library WebOPAC and Click on Login with IITD Kerberos ID and Password.
➢ **Step 2:** Fill your Kerberos ID and Password and then Login.

➢ **Step 3:** After Login you will see your account details.
Steps for Payment of Fine

Pay the fine at https://home.iitd.ac.in/icollect/epay/index.php and mail the receipt to thesis@library.iitd.ac.in.

➢ Step 1: Go To the ePay IIT Delhi
https://home.iitd.ac.in/icollect/epay/index.html

➢ Step 2: Click on Students/Alumni or Employee/Staff.

➢ Step 3: Click on ePAY.
➢ **Step 4:** This SBI page will appear, click on the URL.

https://www.onlinesbi.com/sbicollect/icollecthome.htm

➢ **Step 5:** Click Check Box and Proceed for Payment.

https://www.onlinesbi.com/sbicollect/icollecthome.htm
➢ **Step 6:** Select State of Corporate/Institution- National Capital Territory of Delhi.

➢ **Step 7:** Select Type of Corporate/Institution- Educational Institutions and Click Go
➢ **Step 8:** Select Educational Institutions Name- Indian Institute of Technology, New Delhi and Submit.

➢ **Step 9:** Select Payment Category- Student Other Payments or Staff Other Payments.
➢ Step 10: Fill the Relevant Details.
➢ Step 11: Choose Type of Payment- Others.
➢ Step 12: In Remarks- Type Library Fine.
➢ Step 13: Click on Submit.
Send pdf of payment receipt to thesis@library.iitd.ac.in
**Note:** Your no dues will be approved after submitting hard and soft copy of Ph.D. Theses and you can check the approval of no dues on your ERP account.

---

**Accessibility of Ph.D. Abstract**

The abstract of the submitted thesis will be accessible after a month at [http://eprint.iitd.ac.in/](http://eprint.iitd.ac.in/).

➢ **Step 1:** Click on [http://eprint.iitd.ac.in/](http://eprint.iitd.ac.in/).

➢ **Step 2:** Click on Search Box and Search Thesis by research name/guide name/keyword / Title of thesis etc.
➢ Step 3: Click on View/Open, then Abstract pdf will be open.

For any query, contact
Ms. Vanita Khanchandani,
Incharge, Theses Section,
Phone: 011-26591496/6654
Email: thesis@library.iitd.ac.in