



O.P. Jindal Global University
Office of Doctoral Studies

Monthly Teaching Assistant Report

(To be submitted by supervising faculty for each doctoral scholar under their guidance)

Submission Deadline: On or Before 25th of the month

Section A: Basic Information

Month & Year: _____

Name of Doctoral Scholar: _____

PhD Program: _____

Department: _____

Faculty: _____

Section B: Weekly Time Log (Minimum 10 Hours/Week Required)

Week	Teaching Support (hrs)	Research/Admin Support (hrs)	Total (hrs)
1			
2			
3			
4			

Total Hours (Min. 40) ____ hrs ____ hrs ____ hrs

Section C: Activities Summary

(specify): _____

Signatures

Faculty Signature: _____ Date: _____

Doctoral Scholar Signature: _____ Date: _____

Please submit a signed soft copy to the Office of Doctoral Studies and retain a copy for departmental records.