

CIRCULAR

Sub:- Admission to Ph.D. Programme - Procedure to be followed from 2017 onwards.

Ref :- 1.Circular No. 48963/RESEARCH-B-ASST-3/2016/Admn Dated: 28.03.2016

2. Orders of the Hon'ble Vice-Chancellor on 03.03.2017 in the File under Reference.

As the admission process of the candidates qualified for registration to PhD Programme-2017 is in progress the Head of the Research Centres/Institutions concerned are directed to strictly observe the the following procedure for admission to Ph.D Programme-2017.

1. Submission of application received by the Head of the Research Centres/Institution for research admission are to be placed before the Doctoral Committee (Research Admission Committee) for its consideration and approval.
2. The Guide concerned should put their signature and seal on each page of the synopsis .
3. All sections (A to F) and columns in the application are to be duly filled in and no columns should be left blank.
4. Number of scholars *excluding the proposed candidate under the guide* is to be clearly indicated in col 5 section D.
5. Name designation and official address of the Guide etc. are to be specifically given in col 11 of A section
6. Col. 15 , col. 15a in A section, col. 5, 6 in F section are to be clearly filled in.
7. Minutes of the RAC should be clear and legible and contain the name, position, signature of all members present in the meeting. Without specific and clear recommendation of the RAC, exemption form PQE & CW shall not be granted to the candidates.
8. The applications recommended by the Doctoral Committee are to be forwarded to DoR along with copies of supporting documents duly verified and endorsed by the Head of the Research Centre/Institution, shall be submitted to the DoR within 15 days from the date of presentation.
9. *Based on the application and the recommendations of the Doctoral Committee the Directorate of Research after scrutiny of the application will issue a formal intimation to the candidate to join for research within seven days and to submit a formal joining report of the candidate to the Head of the Research centre.*
10. *On receipt of the joining report from the Head of the Research centre, the Directorate of Research will issue a formal Registration order.*
11. In emergency situations (such as expiry of fellowship offer/for getting Visa in the case of Foreign candidates / on the orders of the Hon'ble Vice-Chancellor, etc.) provisional registration shall be granted, which is to be regularized within one year.

The Heads of all Research centres/institutions are hereby informed to comply strictly with the above guidelines.

NB: The circular cited as 1 above, is modified to this extent.

Geetha M.P.
Deputy Registrar

To
All Heads of Departments/Heads of Research Institutions
Copy to
PA to VC,PA to PVC,PA to Registrar

Forwarded / By Order

Section Officer