

Malaviya National Institute of Technology Jaipur

Academic Section

Ph.D. Admissions, II (Even) Semester 2011-12

1. Please find enclosed herewith applications of the candidates who have applied for admission to Ph.D. programme in your Department.
 2. For **Ph.D. programmes**, the proposed criterion for selection is - candidate's academic record, and performance in **written-test** as well as **interview**. Institute assistantship is available ONLY to the candidates, who are eligible as per Table provided in Ph.D. admission-information-brochure. [This does not include the NET (Lecturership), who are not eligible for scholarship].
 3. (a) You are requested to shortlist the candidates and prepare CONSOLIDATED merit-list. The merit list will contain all such candidates who have been evaluated at test & interview. The schedule of admission procedure will be as per Table-1.
 (b) **Send** copy of selection lists alongwith **application-forms, identified prospective supervisor** against the pre-declared slots (ref: PhD admission information brochure) of students selected/waitlisted **to Dean, Academics**.
 (c) While sending letters to candidates in letter-format-I to candidates, please enclose *OBC-certificate-format* (2-pages) for all OBC candidates. All the candidates belonging to OBC category (non creamy layer) must produce, before interview, the certificates in *OBC-certificate-format (financial year 2010-2011 or later)*, issued after 31st March 2011, failing which they **MUST** be considered only in GENERAL category.
 (d) All the candidates belonging to Sponsored (FT)/Part-Time, **MUST** produce Sponsorship-certificate/No-objection-certificate in the proper format, **failing which he/she MUST not be interviewed**. Such candidates' application forms will not be entertained further, even if, they appear in merit list.
3. Activity-chart in a convenient form is shown in Table-1, to facilitate the process.

Table 1 Schedule of activities

<i>Academic Section</i>		<i>Department</i>		<i>Dates to be notified to all applicants by departments</i>
<i>Activity</i>	<i>Due Date</i>	<i>Activity</i>	<i>Due Date /last-date</i>	
Admission forms sent to dept.	14 th Nov. 2011	<ul style="list-style-type: none"> • Scrutinize, short-listing for test & interview call • <i>Send call for test & interview letters to short-listed candidates (please use Letter-format-I) by e-mail</i> • Also send copy of lists of students called for test/interview, for information to Dean, Academic affairs 	18 th Nov. 2011	For interview- 29 th / 30 th Nov. 2011 Lists to be displayed on web
Receive lists for all categories from depts.	18 th Nov. 2011	<ul style="list-style-type: none"> • Hold interviews and <i>verify credentials from original documents</i> of selected candidates (please arrange to display promptly in your Dept., admission schedule of Table-2 for benefit of all the candidates) • Preferably, display tentative lists of selected/wait-listed candidates in the departments • Send copy of lists alongwith application-forms, identified prospective supervisor against the pre-declared slots (ref: PhD admission information brochure) of students selected/waitlisted to Dean, Academic 	29 th /30 th Nov. 2011 Same day 29 th /30 th Nov. 2011 Same day 29 th /30 th Nov. 2011	Inform the selected students that fee-deposition last-date is 20 th Dec. 2011 for selected candidates; Selection List (SL) displayed on web on 2 nd Dec. 2011.
Verification, and sending of final selection lists to departments	by 2 nd Dec. 2011	<ul style="list-style-type: none"> • Receive lists from Academic section • Display final list of selected candidates in the departments, • Send the candidates to Academic section with DD, for filling of Fee forms; [Bank to collect fee] 	2 nd Dec. 2011 2 nd Dec. 2011 On or Before 20 th Dec. 2011	Lists also displayed on web Fee deposition is due before & latest up-to 20 th Dec. 2011

(Prof. Rohit Goyal)
Dean Academics

Encl: Annexure-I; Letter-format-I; (OBC format is available in information brochure)+_____Forms

Table-2: Admission Schedule
Information to prospective Ph.D. candidates

Test as well as Interview dates	29 th / 30 th Dec. 2011
Selection lists displayed	01 th Dec. 2011
REGISTRATION of new Ph.D. candidates	20 th Dec. 2011
Classes commences	21 st Dec. 2011

(For exact schedule of interview contact respective departments ONLY)

*Any further communication/information in this regard will be available **only on the web-site.***

For selection list (SL), please check updates on the web-site- <http://academic.mnit.ac.in/>

* Fee structure placed on MNIT website academic.mnit.ac.in