UNIVERSITY OF MADRAS

(Established under the Act of Incorporation XXVII of 1857 – Madras University Act) [State University]
Centenary Buildings, Chepauk, Chennai 600 005.

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1924 - 2023

No.R.P.(D.2)/Ph.D. Admission/January 2024/General Circular/2024/ ___ Date: 3 0 NOV 2023

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From
THE REGISTRAR
University of Madras,

To
[1] All the HODs, University of Madras (all Campuses).
[2] All the Principals of Affiliated Colleges, (including Autonomous Colleges)
[3] All the Directors of Institutions (Conducting Research Activities).

Sir/Madam,

Sub: Admission to Ph.D. Programme - **January 2024** session - Submission of Application - Opening of Online Portal in the University website - Intimated - Reg.
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I am, by direction, to inform you that the online portal for Ph.D. programme for January 2024 session will be opened in the University website **www.unom.ac.in** and it will be available from **01.12.2023** to **31.12.2023**. The candidates who desire to get admission for **January 2024** session are directed to apply through online and submit the hard copy of the filled in application form along with relevant enclosures to the concerned University Departments / Affiliated Colleges / Research Institutions where they are proposed to undergo their research work along with the application cost of Rs.1500/- with 18% GST (i.e. 1,770/-) through online payment. The Scheduled Caste / Scheduled Tribe of Tamilnadu candidates alone are exempted from paying the application cost and that they should send the copy of the proof at the time of submission of applications.

Further, I am to inform you that the **Departmental Selection Committee** should be **convened only after the last date of receipt of applications i.e. 31.12.2023** from the candidates for **January 2024** session **and the Entrance Examination should be conducted during the month of January 2024 only i.e. on or before 31-01-2024.**

A separate online portal for supervisors will be opened in the University website on 01-01-2024 and the Supervisors should submit the required information's through online by using the candidate's application number as user-id and DOB of the candidate as password and complete the admission process and send the list of selected candidates along with enclosures to the University on or before **15.02.2024.** The applications received after the stipulated time will **not be considered** for admission.

The Departmental Selection Committee shall conduct the entire process of admission i.e. conduct of Entrance Examination (Written (35) + Oral (15) = 50 Marks), Preparation of merit list of candidates and verification of certificates. The detail of guidelines / Research Regulations 2021 for the above is available in the University website. The minutes of the selection process duly signed by the Departmental Selection Committee shall be forwarded by the Heads of the University Departments / Institutions to the University for Provisional Registration on perusal of records submitted. The University will provide a check-list for this purpose. You are also informed to track the candidate's application status through University website.

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The ultimate responsibility of admission rests only with the Heads of the Departments of the University / Principals of the Affiliated Colleges / Directors of the Research Institutions concerned. If it is observed at a latter stage that the admission accorded by the University Department / Affiliated College / Research Institutions is incorrect, the same will be cancelled by the University at any stage of the Ph.D. programme. The Heads of the University / Principals of the Affiliated Colleges / Directors of the Research Institutions shall certify that the selections are made on the basis of Research Regulations 2021 issued by the University.

The candidate's approval communication for Admission / Registration and RAC may be downloaded through the tracking system to ease the reach of communication permanently till the completion of Ph.D. programme. You are requested to provide your e-mail details in all your communications for further process.

Your kind co-operation in this regard is highly appreciated and you are also requested to display in the notice board for the information of students and faculties.

Yours faithfully

REGISTRAR

Copy to

1. The Director, Network Centre / System Analyst, E-Governance Centre to upload the circular in the University Website
2. The Section Officer, Registrar Tappal Section / F-3 DD Section and F9, Budget section request to permit the online payment facilities the same.

NOTE:
1. Hard copy of the online Applications should be submitted to the respective University Departments / Affiliated Colleges (Autonomous and Non- Autonomous) / Research Institutions on or before **31-12-2023**.
2. Supervisor's details should be furnished through on-line by using Candidates application Number and DOB [DD/MM/YYYY] as User-id and Password from **01-01-2024 to 31-01-2024**.
3. The University Departments /Affiliated Colleges (Autonomous and Non- Autonomous) / Research Institutions should send the hard copy of Applications with supportive documents; Supervisor online portal Entry and Self-Declaration stating number of students registered with them; and Minutes of the Selection Committee to the University on or before **15-02-2024**.
4. The online application designed for the January 2024 Session alone will be accepted and other applications will not be considered under any circumstances.
5. A supervisor shall not be permitted to register candidates for Ph.D. in the last two years of his/her service. It is the responsibility of the Supervisor to recommend admission of research scholars under his/her supervision two years before his/her retirement. The Head of the institution should monitor and certify that the research supervisor has more than two years of service before retirement while recommending for ratification of admission of research scholars.
6. Supervisors should strictly adhere the research regulations prescribed by the University from time to time and certify the documents as per the checklist verified and found correct.