



No.: Dean(Acad)/PhD/ 2237/2019-20

Date: 12/06/2019

**IMPORTANT INSTRUCTIONS FOR THE CANDIDATES REPORTING FOR  
Ph.D. and M. Tech (Research) ADMISSIONS  
(A.Y.2019-20, Autumn Semester)**

- (i) All candidates must report in the concerned academic department at 8:30 AM as per the scheduled day of admission.
- (ii) The candidates called for written test/interview are required to take print out of the application form and uploaded documents and bring them to submit and original documents are required to produce for verification at the time of interview.
- (iii) Full time sponsored candidates (FSC), Part-time external candidates (PEC), and Full-time study leave candidates (FSL) must bring –
  - (a) Appointment letter issued by the current employer,
  - (b) Experience Certificate,
  - (c) Salary certificate / slips of last 12 months, and
  - (d) Income-tax return or Form-16 of last financial year, and
  - (e) All other documents/certificates as mentioned in the information brochure of Ph.D. admissions.
- (iv) The candidates will not be entertained for admission without production of the above documents on the day of reporting in the concerned academic department.

**Note:**

- Sponsorship Certificate Should be from the same organization who has issued the appointment letter, Experience certificate and Salary slip.
- Salary slip, Experience certificate of one year must be from same (single) organization.

  
12/6/19  
Dean (Academic)  
Ace  
6.12

Copy to –

1. All heads of academic departments
2. Prof. I/c-CCC, with a request to upload it on the institute website.