

# **S.V. NATIONAL INSTITUTE OF TECHNOLOGY, SURAT-395 007**

## **INSTRUCTION TO NEWLY ADMITTED Ph.D. STUDENTS SPRING (EVEN) SEMESTER Phase -2 (2025-26)**

All the candidates offered admission in the Ph.D. program for the Spring (even) Semester, Phase 2 (2025-26) are advised to follow the below mentioned steps for completing registration requirements (offline mode)

<b>STEP</b>	<b>ACTIVITY</b>	<b>VENUE</b>
STEP 1	To collect Initial Registration Forms, Tuition Fees Form and Admission Number (DS25####)	Ph.D. Desk, 1 <sup>st</sup> Floor Academic Section, New Administrative Building.
STEP 2	All candidates selected for PhD admission have to complete the fee payment process through MIS, SVNIT Payment Portal. It is mandatory to complete the payment of the semester fee and registration between 09 - 12 January 2026 to confirm your seat and finalize your registration.	Ph.D. Desk, 1 <sup>st</sup> Floor Academic Section, New Administrative Building.
STEP 3	To approach Research Supervisor(s) in the Department for filling up the registration forms along with 4 copies of course registration card	Respective Supervisor(s) in the Department.
STEP 4	To contact the Department's Ph. D. Co-ordinator for signature on the Course Registration card along with all registration forms	Ph.D. Co-ordinator/Supervisor/Co-supervisor of the Department.
STEP 5	To submit necessary registration forms with fee forms and xerox copy of fee receipt.	Ph.D. Desk, 1 <sup>st</sup> Floor Academic Section, New Administrative Building.
STEP 6	To complete Hostel admission procedure, subjected to availability.	Hostel Section, 1 <sup>st</sup> Floor Academic Section, New Administrative Building.

- (1) The registration and fee payment process are required to be completed between 09 - 12 January 2026.**
- (2) Ph.D. candidates opting course from M.Tech. programme for their credit requirements, their course classes will commence with respective M. Tech.- 1<sup>st</sup> year teaching. Candidate must visit institute website regularly for updates.**
- (3) All candidates are required to report on 12 January, 2026. Candidates must approach their supervisor and start research work immediately.**
- (4) Candidates who submitted undertaking(s) at the time of document verification, due to the unavailability of certain documents in the prescribed formats must submit all required documents at the time of registration. Registration will not be processed without the submission of these documents.**