



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



Ref No.D.2/ Ph.D.Admission/January 2022/General Circular/2021/ 1379

Dated:
- 1 DEC 2021

From
THE REGISTRAR i/c,
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 2022** session – Submission of Application form through online in the University website – Intimated - Reg.

I am to inform you that the online submission of application form for admission to do Ph.D. programme for **January 2022 Session** will be opened in the University website www.unom.ac.in and it will be available from **01.12.2021** to **31.12.2021**. Candidates who desire to get admission for **January 2022** session are directed to submit the application forms through online from the University website and the hard copy of the filled in application forms should be submitted to the concerned University Departments / Affiliated Colleges / Research Institutions where they are proposed to undergo their research work along with the prescribed fee of **Rs.500/- with GST 18% Rs 90/- total Rs. 590/-** through online payment. The Scheduled Caste / Scheduled Tribe of Tamilnadu candidates alone are exempted from paying the application processing fee and that they should send the copy of the proof at the time of submission of applications.

The relevant rules regarding admission procedure in the Revised Regulation 2021 are reproduced herewith for your reference:

1.4. The Departmental Selection Committee shall conduct the entire process of admission - conduct of Entrance Examination, preparation of merit list, list of selected candidates, verification of certificates and issuing of the admission card. The minutes of the selection process duly signed by the Departmental Selection Committee shall be forwarded by the Head of the Institution / University Department to the University.

3.1.8. The Head of the Institution / University Department shall communicate to the University the list of students admitted in the Ph.D. programme along with a list of documents as required by the University. The University will provide a check-list for this purpose.

3.1.9. The University shall ratify the admission and provide provisional registration on perusal of records submitted by the Head of the Institution.

3.1.10. The ultimate responsibility of admission rests only with the Heads of the Departments of the University / Principals of the Colleges / Directors of the Research Institutions concerned. If it is observed at a later stage that the admission accorded by the University Department / Affiliated College / Research Institution is incorrect, the same will be cancelled by the University at any

stage of the Ph.D. Programme. The Heads of the Departments of the University / Principals of the Affiliated Colleges / Directors of the Research Institutions shall certify that the selections are made on the basis of guidelines issued by the University.

I am further to inform you that the **Departmental Selection Committee** should be convened **only after the last date of receipt of applications** from the candidates for **January 2022** session i.e. after **31.12.2021** and the **Entrance Examination should be conducted during the month of January 2022 only**. After 01.01.2022 a separate page will be opened in the University website and the **Supervisors should submit the required informations 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 copies of admission order and enclosures to the University on or before 31.01.2022 for ratification of admission**. The applications received after the stipulated time i.e. after **31.01.2022** will **not be considered** for admission in **January 2022** session.

NOTE:

1. Hard copy of the applications should be submitted to the respective University Departments / Affiliated Colleges (Autonomous and Non- Autonomous) / Research Institutions on or before **31.12.2021**.
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.
3. The University Departments /Affiliated Colleges(Autonomous and Non- Autonomous) / Research Institutions should send the hard copy of application forms and Supervisor details along with the Minutes and enclosures to the University on or before 31.01.2022.
4. **The online application designed for the January 2022 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. Since the retirement age varies between types of institutions, it is the responsibility of the Supervisor to recommend admission of doctoral students under his/her supervision two years before his/her retirement. The Head of the Institution should monitor and certify that **the research supervisor has two years of service before retirement while recommending for ratification of admission of doctoral students.**
6. Supervisor shall strictly follow the guidelines issued by the University and certify documents as per the checklist as "verified and found correct".

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

Yours faithfully,

N. Mathurav ar
11/12/2021
-REGISTRAR i/c.

Copy to: The Section Officer, Registrar Tapal Section / F.3 DD Section/ F9 Budget Section / Networking centre.