

Guidelines for project JRF/SRF/Net JRF to the Ph.D. admission

CSIR NET-JRF qualified candidates or the candidates selected in a sponsored project can be admitted any time during the semester with the permission of campus director.

The process to be followed is explained below.

This is in addition to the two regular admission phases: one in August, while the other in January of a given academic year.

Find attached the two formats:

- i. Format 1 (for the candidate)**
- ii. Format 2 (format for departmental recommendation)**

Aspiring candidate(s) can apply using the Format 1. He/she can submit his/her application form along with **other documents** (as listed below) to the DRC convener/HOD.

- a. A copy of the Project sanction letter.
- b. JRF/SRF appointment letter (issued by SRCD office) and the JRFs/SRFs joining report
- c. In case of CSIR-NET JRF, UGC-NET JRF candidates, a copy of the Fellowship award letter issued by CSIR, UGC .

The DRC, based on the departmental short listing criteria, can forward such applications (using the format 2 attached to this email) and submit it to the ARD office.

Process to be followed once the AGSRD office receive the applications:

1. Step 1: AGSRD Goa will forward such Ph.D. applications (in the above two categories) to Director's office and will seek his approval for processing such application.
2. Step 2: AGSRD Goa will forward the list of PhD applications along with the Director's approval to Dean AGSRD Pilani for the necessary approval.
3. Step 3: Dean ARD will request Dean Admission Pilani, to issue an **application form** along with an **Application No.** to the aspiring candidate. Following the request from Dean Admission Pilani, the campus admission office (Associate Dean, Admission) will issue the application form to the candidates.
4. Step 4: The candidate will then fill that (i) Admission Application form, (ii) pay the PhD Application fee and submit the necessary documents along with fee receipt, application form to the Admission office.

5. Step 5: A date for conducting Written test and interview will be announced by the Admission/ARD office. The Admission division/AGSRD will conduct the PhD Admission test on the announced date like the regular one.
6. Step 6: The departments will forward the result (in the format shared by the Admission office) of the PhD admission test to Admission office/AGSRD.
7. Step 7: The necessary approval from the Director, Dean AGSRD, Dean Admission etc will be taken to complete the admission process.
8. Step 8: The result will be announced by the Admission office and the selected candidate will take the admission in the Institute Ph.D. program by paying fees for PhD Admission etc.