DELHI TECHNOLOGICAL UNIVERSITY

(Established by Govt. of Delhi vide Act 6 of 2009)
(formerly Delhi College of Engineering)

Shahbad Daulatpur, Bawana Road, Delhi -110042
(Academic-PG)

Dated: 26/07/2024

NOTICE

Subject: Schedule of Document Verification for Ph.D. Admissions (Session: August, 2024)

All the candidates who have been provisionally shortlisted for the admission in the Ph.D. for the August 2024 session will report at DTU as per the following schedule:

Date	Reporting Time	Department	Venue
30th July, 2024	10:00 AM onwards	Applied Chemistry	Respective Head of the Department's Office
		Applied Physics	
		Applied Mathematics	
		Biotechnology	
		DSM/USME, Room No: FF106, DSM	
		Civil Engineering	
		Computer Science and Engineering	
		Electronics and Communication Engineering	
		Electrical Engineering/COE-EVRT	
		Environment Engineering	
		Mechanical Engineering	
		Information Technology	
		Software Engineering	
		Humanities (Economics & English)	
		Multidisciplinary Centre for Geoinformatics	
		Centre of Excellence for the Science of Happiness, Room No: FF106, DSM	

Note:

1. For candidates provisionally selected for Ph.D. Admissions August 2024, kindly refer to the link:

   https://www.dtu.ac.in/Web/Admission/brochure/2024/phd_pro_list_24.pdf

2. The waitlisted candidates may take admission in the University without DTU fellowship category subject to the availability of seats in the respective department.

3. Document verification for Ph.D. admissions August 2024 is in **OFFLINE** Mode. Final attendance will be called at 11:30 AM. No candidate will be allowed to mark his/her attendance after 11:30 AM and his/her name will be deleted from the list of eligible candidates.

4. Candidates are required to report in person as per the above mentioned schedule along with the following documents:

     i.   Signed copy of filled up Application Form.

    ii.   Two recent passport size photographs.

   iii.   Self-attested copies of Date of Birth proof / 10th certificate (needs to be verified from original).

    iv.   Self-attested copy of all mark sheets and certificates of qualifying degree up to Post- Graduation (needs to be verified from original).

     v.   Caste certificate in the case of SC/ST/OBC-NCL candidates issued by the respective state government as per format given at Annexure-2 (Admission Brochure August 2024). OBC (NCL) candidates are required to produce caste certificate issued after 31st March, 2024. However, if the certificate is issued prior to March 31, 2024, it must be accompanied with an additional certificate regarding the present non-creamy layer status of the candidate, issued by the same competent authority. This additional certificate must have reference of his/her already issued original caste certificate. In the case of EWS candidates, Income and Asset Certificate issued by competent authority as per Annexure-4 (Admission Brochure August 2024) issued after 31st March, 2024. (self-attested copy of the same needs to be verified with original).

    vi.   Award letter for JRF fellowship (if applicable).

   vii.   Copy of Cancelled Cheque

  viii.   Self-attested copy of Govt. ID with photo (needs to be verified from original).

    ix.   NOC for Part-Time/IWP Candidates in the prescribed format (As per Annexure 5, Page 37 of Ph.D. Admission Brochure (August 2024 Session)

     x.   Experience Certificate for Part-Time/IWP Candidates.

    xi.   Undertaking (As per page no. 39 (Annexure-7) of Admission Brochure August, 2024) duly signed by the parents/guardian **for candidates admitted under DTU fellowship.**

   xii.   Demand Draft as per admission fee as mentioned in the notice: F.No. 105-104/Acad-PG/Ph.D. Adm./Aug-2024-25/6341-46, dated: 04/07/2024 (on DTU website: https://www.dtu.ac.in/Web/ Admission/brochure/2024/phd_withdrawal_update.pdf) drawn in favour of "**Registrar, Delhi Technological University**" payable at New Delhi as annual fee.

5. No separate call letters are being dispatched. The candidates are advised to make their own arrangement for travelling and lodging accordingly. No TA/DA will be paid for the purpose.

6. The candidate also needs to produce the documents in original for which a self-attested photocopy has been requested.

Instructions to the Candidate:

1. If a candidate is found ineligible at any stage before or after examination/declaration of result or during any stage of the programme, his / her candidature / admission will be cancelled without any notice and suitable action shall be initiated against him /her including forfeiture of the fee.

2. The candidate seeking admission under reserved categories has to mandatorily produce the caste/category certificate in his/her name at the time of counselling. The certificate in the name of either of the parents (mother/father) or any other family member is not acceptable and the candidate will not be entitled even for provisional admission.

3. It is the sole responsibility of the candidate to prove his / her eligibility for claiming reservation under any of the reserved categories. A candidate who is offered a seat under reserved category / sub-category in any round of seat allotment and fails to produce appropriate document in support, his/her allotted seat will be cancelled.

4. For document verification, a candidate requires to visit the venue in person, get the documents verified, submit the fee and lock the seat. However, a candidate can send his/her authorized representative with all the required documents and fee to report for admission in case he/she is unable to report for admission in person. **The authorized representative must come with the authorization letter duly signed by the candidate along with his/her Govt. ID with photo.**

5. Candidates must note that the admission fee must be paid in single installment failing which the admission offer will be withdrawn.

6. The policy for the remittance and refund of fee, if a student chooses to withdraw from programme of study in which he/she is enrolled, then his/her case will be treated as per the university withdrawal /Refund policy mentioned in the notice: F.No. 105-104/Acad-PG/Ph.D. Adm./Aug-2024-25/6341-46, dated: 04/07/2024 (on DTU website: https://www.dtu.ac.in/Web/Admission/brochure/2024/phd_withdrawal_update.pdf) also, reproduced below.

S.No.	Percentage of Refund of Aggregate Fee	Point of time when the application for withdrawal of admission received
1.	100%	15 days or more before the formally notified last date of admission
2.	90%	Less than 15 days before the formally notified last date of admission
3.	80%	15 days or less after the formally notified last date of admission
4.	50%	30 days or less, but more than 15 days after formally notified last date of admission
5.	NIL	More than 30 days after formally notified the last date of admission.

Note: Last date of admission is 30/07/2024 for admission in Ph. D. programme (August 2024 session).

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Chairperson, Ph.D. Admissions
August 2024 Session