



DELHITECHNOLOGICALUNIVERSITY
(Formerly Delhi College of Engineering)
Shahbad Daulatpur, Bawana Road-Delhi-42
Academic PG

F. No. 105-82/Acad-PG/PhD Adm. Jan 2024/2023-24

Dated: 18.12.2023

NOTICE

Subject: Schedule of Document Verification for Ph.D. Admission January 2024 (Winter Session)

All the candidates who have been provisionally shortlisted for the admission in the Ph.D. for the January 2024 (Winter Session) will report at DTU as per the following schedule:

| Date & Time | Reporting Time | Department | Venue |
|---|----------------|--|--|
| 19.12.2023 (Tuesday) | 10.00 A.M. | Applied Chemistry | Respective Head of the Department's Office |
| | | Applied Mathematics | |
| | | Applied Physics | |
| | | Biotechnology | |
| | | DSM/USME, HoD Office DSM | |
| | | Information Technology | |
| | | Software Engineering | |
| | | Humanities | |
| | | Electronics & Comm. Engg. | |
| | | Electrical Engineering/EVRT, Electrical Engg. Deptt. | |
| | | Environment Engg. | |
| | | Civil Engineering | |
| | | Mechanical Engineering | |
| | | Computer Science & Engg. | |
| | | Centre of Excellence of Science for Happiness, Civil Engg. Deptt | |
| Multidisciplinary Centre for Geoinformatics, Civil Engg. Deptt. | | | |

Link for department wise list of selected candidates for Ph.D. Admission January 2024 (Winter Session):

<https://dtu.ac.in/Web/notice/2023/dec/file1236.pdf>

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

Document verification for Ph.D. Admission January 2024 (Winter Session) 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.

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

1. Signed copy of filled up Application Form.

2. Two recent passport size photographs.
3. Self-attested copies of Date of Birth proof / 10th certificate (needs to be verified from original).
4. Self-attested copy of all mark sheets and certificates of qualifying degree up to Post-Graduation (needs to be verified from original).
5. SC/ST/Persons with disability Certificate(s) and OBC-NCL/EWS (for current financial year 2023-24), which ever applicable, on the basis of which reservation is claimed. The documents must be as per the formats given in the annexures of Admission Brochure January 2024 (Winter Session) and issued from an approved district authority (self-attested copy of the same needs to be verified with original).
6. Award letter for JRF fellowship (if applicable).
7. Self-attested copy of Govt. ID with photo (needs to be verified from original).
8. NOC for Part-Time/IWP Candidates in the prescribed format (As per Annexure 5 of Ph.D. Admission Brochure (Winter Session January, 2024)
9. Experience Certificate for Part-Time/IWP Candidates.
10. Undertaking (As per page no. 39 (Annexure-6) of Admission Brochure January, 2024) duly signed by the parents/guardian **for candidates admitted under DTU fellowship.**
11. Demand Draft as per admission fee as mentioned at pg. 30 of Admission Brochure January, 2024 drawn in favour of "**Registrar, Delhi Technological University**" payable at New Delhi as annual fee.

NOTE: 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.

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 university withdrawal /Refund policy placed at page no. 30 point no. 11 of Ph.D. Admission Brochure January 2024 (Winter Session) also, reproduced below.

Withdrawal/Refund Policy

| S. No. | Percentage of Refund of aggregate fee | Point of Time when Application for Withdrawal of admission is received |
|---------------|--|--|
| 1. | 100% | Application for withdrawal of admission received up To 26.12.2023 |
| 2. | 80% | Application for withdrawal of admission received from 27.12.2023 to 01.01.2024 |
| 3. | 50% | Application for withdrawal of admission received from 02.01.2024 to 06.01.2024 |
| 4. | NIL | Application for withdrawal of admission received after 06.01.2024 |

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**Chairperson, Ph.D. Admission
 January 2024 (Winter Session)**