



**DELHI TECHNOLOGICAL UNIVERSITY**  
(Formerly Delhi College of Engineering)  
Shahbad Daultapur, Bawana Road-Delhi-42  
**Academic PG**

F.No. 105-53/Acad-PG/PhD Jan. 2023 Adm./2022

Dated: 09.01.2023

**NOTICE**

**Subject: Schedule of Document Verification for Ph.D. Admission Session: January, 2023**

All the candidates who have been provisionally shortlisted for the admission in the Ph.D. for the Session January, 2023 will report at DTU as per the following schedule.

Date & Time	Reporting Time	Department	Venue
12.01.2023 (Thursday)	10.00 A.M.	Applied Chemistry	Convocation Hall Department of Civil Engineering
		Applied Mathematics	
		Applied Physics	
		Biotechnology	
		Civil Engineering	
		Computer Science & Engg	
		Design	
		Electrical Engineering	
13.01.2023 (Friday)	10.00 A.M.	Electronics & Commu. Engg.	
		Environment Engg.	
		Humanities	
		Mechanical Engineering	
		Information Technology	
		DSM	
		USME	

Link for department wise list of selected candidates for Ph.D. Admission January, 2023:

<http://dtu.ac.in/Web/notice/2023/jan/file0115.pdf>

Document verification for Ph.D. Admission January, 2023 is in **OFFLINE** Mode. Final Attendance will be called at 11.00 AM. No candidate will be allowed to mark his/her attendance after 11.00 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 / 10<sup>th</sup> 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 2022-23), whichever 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 2023 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 Candidates in the prescribed format (As per Annexure 5 of Ph.D. Admission Brochure (Session January, 2023)
9. Candidate selected under Industry/Working Professional may provide documents as per the guidelines published on University website on dated 25.11.2022 alongwith NOC from employer in the prescribed format (As annexure I attached).
10. Experience Certificate for Part-Time Candidates.
11. Undertaking (As per page no. 34 of Admission Brochure January, 2023) duly signed by the parents/guardian **for candidates admitted under DTU fellowship.**
12. Demand Draft as per admission fee as mentioned at pg. 25 of Admission Brochure January, 2023 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 need 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 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 instalment 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. Please refer revised withdrawal/refund policy as placed below.

#### **Withdrawal/Refund Policy**

<b>S. No.</b>	<b>Percentage of Refund of aggregate fee</b>	<b>Point of Time when Application for Withdrawal of admission is received</b>
1.	100%	Application for withdrawal of admission received up to 13.01.2023
2.	80%	Application for withdrawal of admission received from 14.01.2023 to 16.01.2023
3.	50%	Application for withdrawal of admission received from 17.01.2023 to 20.01.2023
4.	NIL	Application for withdrawal of admission received after 20.01.2023

**NO OBJECTION CERTIFICATE**

(Required from candidates seeking admission in Ph.D. on Part-Time Basis under Industry/Working Professional) (On the Organization Letter Head)

The undersigned is pleased to permit Mr./Ms. \_\_\_\_\_ who is working in this organization for the last \_\_\_\_ years and is presently holding the rank/position of \_\_\_\_\_ for pursuing the Ph.D. programme at Delhi Technological University, Delhi with specialization in the following areas:

1. \_\_\_\_\_

To the best of my knowledge and belief Mr./Ms. bears an excellent moral character.

If selected for admission, the candidate will be permitted and be granted leave of absence to be present at the University as required by the academic schedule to attend classes/ research work. He/She will continue to remain in service of this organization for the entire duration of the course.

This organization has a minimum turnover of Rs. 50 crores or above along with standing commitment to the exemplary standards namely ISO/CMM level 3 or similar standard of respective area (required for candidates from industry).

Signature of Head of the  
Institution/Organization with seal

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_