



ASSAM UNIVERSITY, SILCHAR

CIRCULAR

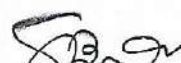
This is for information of all concerned that the followings guidelines will be followed in conducting Admission Process for M.Phil / Ph.D Courses, commencing from January, 2017.

1. The Admission to M.Phil / Ph.D programme , 2017 will be made as per UGC (Minimum Standards for Awards of M.Phil /Ph.D. Degrees) Regulations, 2016.
2. Admission to the research programme will be fully online. This shall include submission of forms, payment of fees, downloading of prospectus, attachments of certificates etc and so on.
3. The system of online admission is developed by the Computer Centre, Assam University and is done by a team headed by Dr. Angshu Maan Sen, Director of the centre.
4. A help desk to provide necessary support to the applicants to fill up the online forms is opened at the Computer Centre of the university especially for those not having access to the internet.
5. There will be no IPP programme as in the previous years. The eligibility criteria for admission to M.Phil /Ph.D programme is available in the Admission Notice already published /circulated and also in the Admission Prospectus made available in the online admission system.
6. The Entrance Test shall be conducted only in the two campuses of Assam University viz. Silchar H.Q and Diphu Campus. The candidates who want to study in Silchar campus shall appear in Entrance Test at Silchar Campus only and those who want to study in Diphu campus shall appear Entrance test at Diphu Campus only.
7. The applicants claiming to belong to reserved category need to submit their caste certificate released by the Govt. of India. Candidates claiming to belong to OBC for availing reservation of seats and relaxations of marks are required to submit Non-Creamy Layer Certificate as per GOI format during the time of application.
8. For important dates of the Admission activities all concerned may go through Admission Notice for M.Phil /Ph.D , 2017 already published / circulated.
9. Each academic department shall organize a C-RET (Combined Research Eligibility Test) comprising two sections: (i) Research Methodology / Research Aptitude, and (ii) Subject Knowledge. The C-RET will be followed by a personal Interview (PI).

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10. A candidate must secure at least 50 % marks in the C-RET (as per UGC Regulations, 2016) to qualify for Personal Interview. JRF /NET/ SLET/ M.Phil qualified candidates will also have to appear in the C-RET and PI.
11. The Marks distribution of C-RET will be (i) Research Methodology / Research Aptitude (multiple choice) : 25 marks and (ii) Subject Knowledge: 25 marks
12. The Personal Interview (PI) will be for 25 marks. Candidates appearing in the PI would have to make a presentation on their research interest / area before the Departmental Research Committee, as stipulated in the UGC Regulations, 2016.
13. In addition to the above, candidate will receive 25% of marks obtained by them in the qualification examination (Master's examination).
14. Moreover, the following category of candidates will be given additional weightage:
 - (i) Post-graduate students of Assam University will get 10% of the marks obtained by them in the Master's degree examination
 - (ii) Candidates having JRF /NET/GATE/Teacher Fellowship will receive 10% of the marks obtained by them in the Master's degree examination.
 - (iii) M.Phil qualified candidates will get 10% of the marks obtained by them in the Master's degree examination.
15. The Merit list will be based on the aggregate of marks obtained by a candidate under category 11-14, provided he/she has obtained at least 50% marks in C-RET as stated above (under item 10 above)
16. At the time of Personal Interview (PI) all candidates are to produce all their testimonials in original. Also they are required to submit self attested photocopies of all such testimonials at the time of PI. This is mandatory, failing which the candidature of the applicant may be rejected by the Departmental Admission Committee.
17. After downloading admission form, the respective departments shall conduct the C-RET and PI and all related activities like short listing of eligible candidates for C-RET and after that for PI, preparation of question papers for C-RET, evaluation of answer scripts, conducting of PI, computing of composite score of the candidates and uploading the same in the HoD's panel in the admission portal.

18. The expenditure for conducting the entire process shall be arranged by the concerned department and the cost of printing of question papers, refreshment etc is to be borne by the department. However, HoD may claim Rs.2000/- or number of applicants x Rs.40/ whichever is higher, from the competent authority, along with detailed budget.
19. A candidate can apply to a maximum of two departments. However, she/he has to apply in separate application forms and submit application fees separately. Therefore, all the departments before starting of C-RET should inquire from the candidates whether any one has applied for research programme in other department. In the event of availability of such candidate(s) , the question paper for C-RET of the particular department is to be collected and the candidate(s) be allowed to appear the test in the present department as a continuous process. After the test the answer-script is to be sent to the concerned department in sealed cover.
20. The fee to be submitted during online application is Rs.300/- for SC/ST/PWD candidates and Rs.500/- for others. Soft copy of the prospectus for admission is available online for the applicants and other stake holders. However, each department shall be provided with a hard copy of prospectus before the date of written test.
21. The submitted forms shall be seen in the HoD's panel in the website dedicated for online admission after it has been approved by the Finance Section. Once the Departmental Admission Committee/ HoD is satisfied with the candidature, the form shall be approved. Instantly the information/ admit card shall reach the candidate. A copy of the application form shall be printed and kept in the department for necessary record. If the candidature is rejected HoD may write in the panel the reason of his/her rejection. The information in that case shall reach the candidate. In case of any confusion in this regard, Director, Computer Centre may be contacted.
22. Reservation of seats for SC, ST, OBC (non-creamy layer) and PWD candidates shall be 15%, 7.5%, 27% and 3% respectively as per GOI rules. Admission related other details are available in the prospectus.
23. A Departmental Admission Committee (DAC) shall be formed in each department and approval of the same may be taken from the competent authority.- One faculty member belonging to SC/ST category is to be included in the departmental admission committee. In case there is no faculty member of SC/ST category in a particular department, any faculty member of SC/ST category from the same school (or from a sister department of another school in case of a single department school) may be included in the DAC.



24. On completion of the entrance examination process, the DAC shall finalize the composite score of each candidate in the presence of the SC/ST representative, and load the score against the respective candidate in the HOD's panel. The software shall prepare the list of the selected candidates and display it in the website as well as send email to the applicant.
25. The software shall prepare automatically the subsequent list if any, based on the number of seats lying vacant in the different categories.
26. Dr. L.N. Sethi, Liaison Officer, SC/ST Cell, Assam University shall be contacted for any clarification regarding implementation of reservation policy of GOI in the matter of admission into the research programme.



6.1.17
Registrar

File No. AUK-201/29/2016-2017

Date . 02.01.2017

Copy to:

1. P.S to V.C for kind information of Vice Chancellor.
2. In-charge, Assam University Diphu Cmpus, Diphu for information and necessary action
3. All Deans of Schools, AUS,
4. All Statutory officers, AUS.
5. Chairman and members of the Admission Committee.
6. All Heads of Academic Departments, Silchar H.Q and Diphu Campus.
7. Director, IQAC, AUS
8. Dean, Students' Welfare, AUS
9. Director, Computer Centre, Assam University for necessary action to upload the same in AU website.
10. All Officers, AUS for information.
11. PRO, AUS for wide publicity..
12. File


Assistant Registrar (Academic)
02/01/2017