

Instructions to the Candidates Selected for Ph.D./Direct Ph.D. Programmes January 2025 Session at VIT, Vellore

1. You are required to make the **online** payment of a fee of **Rs.43,000/-** (Annual Tuition fee of Rs.40,000 plus a one-time caution deposit of Rs.3000/-) on or before **31st December 2024 (Tuesday)**, before which the following chain of actions should be done.
2. You are advised to look into the research credentials of the eligible guides across the schools / Research Centres in the below-mentioned link.
<https://vit.ac.in/research-guide-directory-schools-centres-january-2025-session>
3. You are advised to contact the selected faculty member over the phone / by email and get his/her consent for guiding you.
4. To select the faculty as your guide and submit for further process, the link i.e. (<https://admissions.vit.ac.in/freshersportal/login>) will be enabled on VIT Vellore website (vit.ac.in) **Announcements** column on **21st December 2024 (Saturday)**
5. Your proposed guide will either accept or decline. If the guide accepts, the request will go to the Dean of the School. Once the Dean approves it, the request will come to the Dean of Academic Research, for final approval. If your request gets rejected by the guide / Dean of the School / Dean of Academic Research, for any specific reason, you will be notified through email. Further you have to approach a new guide.
The guide selection process should be completed on or before 31st December 2024 (Tuesday). There after the invoice for online Tuition fee payment will be generated and you can pay the fees by online mode till 31st December 2024 (Tuesday). If you fail to pay the fees before the deadline, this provisional admission offer will stand cancelled automatically.
No more extension will be given.

6. Institutional Fellowship:
 - All the applicants selected for Ph. D. will be appointed as a Teaching cum Research Assistant (TRA) for a period of three years. The fellowship details are given below.

Fellowship	GATE/ NET Qualified*	Others
First year	INR 35000/-	INR 31000/-
Second year	INR 40000/-	INR 35000/-
Third year	INR 40000/-	INR 35000/-

*Eligible if GATE score percentile is 60 and above.

- All the applicants selected for Direct Ph.D. will be offered a fellowship for the period of four years and during this period, they will get the fellowship as given below.

Fellowship	GATE/ NET Qualified*	Others
First Two years	INR 26000/-	INR 21000/-
3 rd & 4 th years	INR 35000/-	INR 30000/-

*Eligible if GATE score percentile is 60 and above.

7. The fellowship will be approved only upon your physical reporting to the institute, along with the submission of the required certificates(UG/PG) and documents listed below:

➤ This is to inform you that students are allowed to submit the following Certificates/documents in original along with one set of photocopy in person on **06th January (Monday)** at Anna Auditorium besides the main building from 10.00 am to 6.00 pm at Vellore Campus.

- Tuition fee receipt (Download from URL <https://vtop.vit.ac.in/vtop/initialProcess>)
- Mark List-X
- Mark List- HSC /+2
- UG and PG degree certificate / Provisional degree certificate and Year-wise / Semester-wise consolidated mark sheet.
- Transfer certificate/Migration certificate/ College leaving certificate (To be submitted in Original)
- Nativity certificate for North and Eastern States of India.
- Aadhaar Card
- Certificate of Physical Fitness format available in URL https://vit.ac.in/files/admissions/PhysicalFitness_Certificate.pdf
- Affidavit by parent format available in URL https://vit.ac.in/files/admissions/Affidavit_Parent.pdf
- Affidavit by Student format available in URL https://vit.ac.in/files/admissions/Affidavit_Student.pdf
- Undertaking in the enclosed format URL <https://vit.ac.in/sites/default/files/Undertaking.pdf>
- Recently taken colour passport size photo – 6 Nos.

➤ **Note:**

- Get the Parent's signature wherever required.
- **The fellowship period starts only after the submission of all the required documents.**
- **Those who are waiting for the final year/semester results should submit the original qualification certificate on or before 31st January 2025. For those who failed to submit the required certificates/documents, your provisional Ph.D. admission stands cancelled.**
- For hostel accommodation contact <https://vit.ac.in/campuslife/hostels>.

8. Once a guide is allotted, the request for a change of guide is not possible thereafter.
 9. Change of category from Internal Full Time (IFT) to External Part Time (EPT) is not allowed.
 10. Change of campus is not permitted.
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