



PRESIDENCY UNIVERSITY  
KOLKATA

86/1, College Street Kolkata-700 073

Faculty of Arts / Science  
(Strike out which is not applicable)

PhD Enrolment Number: .....

Affix self-signed  
Recent Photograph

To  
The Registrar,  
Presidency University  
Kolkata-700 073

Sir,

I hereby apply for registration to the Ph.D. programme in Arts/Science of Presidency University in the Department/ School /Centre of ..... and submit below the requisite details. If accepted, I shall abide by the rules and regulations of the University. Particulars given below are true & correct to the best of my knowledge and belief.

1. Name (in Block Letters) .....
2. Date of Birth (dd/mm/yyyy)..... Gender .....
3. Name of Father .....
4. Name of Mother.....
5. Marital Status..... Name of spouse (married).....
6. Category: General/SC/ST/OBC-A/OBC-B/PwD .....  
(Strike out which are not applicable)
7. Nationality .....
8. Permanent Address .....
- .....
9. Address for Communication... ..  
.....

Mobile No. ....E-Mail ID.....

10. Particulars of Academic Career:

Name of the Examinations	Examination Passed	Name of Board/Institute/ University	Major Discipline	Year of Passing	Total Marks Obtained and Full Marks	(%) Marks/ CGPA
Madhyamik or Equivalent						
Higher Secondary or Equivalent						
Bachelor Degree						
Master Degree						
M. Phil (Two Year regular course)						
Others						

- a) Self-attested copies of all certificates & mark-sheets / Grade-cards of Degrees etc.
- b) Migration certificate, wherever applicable, in original, must be submitted prior to deposit of registration fees.

11. Details of NET/any other equivalent examination passed as endorsed by the University :

Name of the Examination/Test and Year .....

(Please enclose relevant document)

12. Whether employed / fellowship holder: Yes/ No

**If Yes (employed / fellowship holder)**

Present employment / fellowship (in Block Letters):

Name of organisation (with address and contact numbers):

Nature of work / duty :

13. Proposed research work:

a) Department / School /Institution where proposed research work is to be carried out with address

b) Proposed area/theme of research:

- c) Proposed Title of Research Work for registration (**Title will be registered in same format, style, case**)  
*Attach Statement of purpose regarding research objective (within 1000 words)*

Yours faithfully,

Place: .....Date .....

(Signature of the applicant in full)

**Employer's Certificate (if employed)**

Mr./Miss/Smt.. ..... is a full time/ part time employee of this organization / industry working in the capacity of..... We have no objection to peruse research work by him/her for Ph.D. degree at Presidency University as permitted under rules.

Date: .....

Full signature with designation  
of the employer with official seal

----- (Rest of the form is for office use only) -----

**Pages 4 onwards are for office use only**



## Report of Departmental Ph.D. Committee

### Recommendation of Candidate for Registration for Ph.D. Programme

The application of Mr./Miss/Smt..... is considered for the registration of Ph.D. degree. We **recommend** the candidate for Registration in the Ph.D. programme of the Presidency University.

1. Date of Pre-Registration Seminar of the candidate .....
2. Ph.D. Coursework Completion Status: Exempted / Completed
3. We have checked the eligibility and verified under mentioned original certificates:
  - i) Madhyamik / equivalent examination
  - ii) Higher Secondary / equivalent examination.
  - iii) Bachelor's Degree
  - iv) Master's Degree
  - v) M.Phil.
  - vi) Others .....

Recommended Title for Registration (**Title will be registered in the same format and case**) (avoid special characters and styles)

.....  
.....

Recommended name(s) of the Supervisor(s)

Role	Name of The Supervisor(s)	Form number
Supervisor		sdf/s/1
Co-Supervisor-I		sdf/s/2
Co-Supervisor-II		sdf/s/3

We have verified the vacancy position under the supervisor(s) as per UGC regulation and PU regulation based on the declaration of the concerned faculty members.

Date: .....

Signature of the Head of the Department with stamp (Convener)

#### Signature of the members of the Departmental Ph.D. Committee:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.



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**Allocation of Research Supervisors for Ph.D. programme  
for the Office of the Faculty Council of Arts/Science**

Department of .....

Name of the Candidate: .....

Enrolment Number of Candidate: .....

Recommended Title for registration (**Title will be registered in the same format and case**) (avoid special characters and styles):

*Note: Title may be written in regional language and English Language. Though, Title will be registered in English script only.*

Name of the Supervisor(s)  
(As recommended by the Departmental Ph.D. Committee)

1. ....

Designation with Department: .....

2. ....

Designation with Department: .....

3. ....

Designation with Department: .....

Signature of the Supervisor(s):

Signature of the candidate:

1)

2)

3)

Signature of the Head of the Department

**Note: Preferably type the information and take printout of this page before signing.**



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### Checklist of Documents for Registration of Ph.D. Students

Name of the candidate: .....

Department: ..... Faculty (Arts/ Science): .....

Sl. No.	Required Documents	Submitted or not	Remarks if any
1.	Forwarding letter of Head of the Department for registration of the candidate with recommendation of the concerned Dean		
2.	Duly filled in Registration form of the candidate forwarded by HoD		
3.	Duly signed report of Departmental Ph.D. Committee of the respective Department		
4.	Allocation of Research Supervisors duly signed by HoD, Supervisor(s) and candidate		
5.	Synopsis and title of thesis recommended by Departmental Ph.D. Committee		
6.	Ph.D. Coursework completion certificate cum grade card (if applicable)		
7.	Ph.D. Coursework exemption certificate (if applicable)		
8.	Madhyamik or equivalent mark sheet/grade card & certificate		
9.	Higher Secondary or equivalent mark sheet/ grade card & certificate		
10.	Bachelor's Degree mark sheet/ grade card & certificate		
11.	Master's Degree mark sheet/ grade card & certificate		
12.	Fellowship award letter & joining report (if applicable)		
13.	M. Phil. mark sheet/ grade card (if applicable)		
14.	Migration certificate (if applicable)		
15.	Proof of date of birth		
16.	Caste certificate (if applicable)		
17.	NOC from the employer (if applicable)		
18.	Ph.D. Enrolment certificate		
19.	NET qualifying certificate/Marks statement		
20.	Self-declaration(s) by The Supervisor(s)		

Documents checked by office of the HOD

Date .....

.....  
(Signature)





