



Admission Policy for the Ph.D. Programme

1. Preamble

This policy governs the admission of Research Scholars to the Ph.D. programmes of the University. Admissions shall be carried out in a transparent, merit-based manner in strict compliance with the University Grants Commission (UGC) Regulations 2022, and applicable National/State reservation policies.

2. Frequency of Admission

Admissions to the Ph.D. programmes shall be conducted **twice a year**, during the January and July sessions, subject to availability of vacancies under approved research supervisors.

3. Notification and Application

3.1 A detailed admission notification is issued well in advance through the University website according to the number of seats available for Ph.D. program in different disciplines, date of entrance examination etc. and the candidates shall be admitted, depending on the vacancies, once in 6 months (i.e. January and July session).

3.2 Candidates shall submit the prescribed application form along with supporting documents to the Registrar.

4. Eligibility Criteria

4.1 Candidates shall have completed the qualifying academic pattern of 10+2+UG (minimum 3 years) or 11+1+UG (minimum 3 years) followed by a Postgraduate degree.

4.2 Candidates must possess a Master's degree or an equivalent professional degree recognized by the relevant statutory authority with minimum 55% marks or equivalent grade.

4.3 A relaxation up to 45% marks shall be applicable for SC/ST/OBC/Differently-Abled candidates and as per UGC norms.



4.4 Candidates with professional qualifications such as CA/ICWA/CS, MBBS with required experience, Veterinary and Indian Medicine degrees, and NDA candidates with relevant postgraduate qualifications are also eligible as per University regulations.

5. Categories of Admission

Candidates can register for admission to the Ph.D. program under one of the following categories:- a. Full time b. Part-Time.

6. Duration

- Minimum Duration for Full-Time -3 years; Part-Time-4 years
- Maximum duration for Full-Time-5 years; Part-Time-6 years.
- Extension beyond the above limits is subjected to the approval of the competent authority of VISTAS.
- The Women Candidates and persons with disability (more than 40% disability) are allowed for a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates are eligible for Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

7. Selection Procedure

7.1 Admission shall be through a two-stage process:

- Entrance Test (100 marks) consisting of 50% Research Methodology and 50% Subject-specific content.
- Interview/Viva-Voce before the Department Research Committee.

7.2 Weightage for selection shall be 70% Entrance Test and 30% Interview.

7.3 The interview shall assess:

- Research aptitude and competence of the candidate
- Feasibility of the proposed research at the University
- Potential contribution to new or additional knowledge

7.4 Allocation of supervisors shall be based on merit, availability of vacancies, specialization, and research interest.



8. Exemption from Entrance Test

Candidates who have qualified National level examination (NET), or other UGC- recognized fellowships, or those who have served as JRF/SRF in funded projects of the University for minimum Two years , shall be exempted from the entrance test and interview and admitted through counseling.

9. Reservation Policy

Admission shall strictly follow National/State reservation policies as applicable.

10. Fellowship Support

10.1 Eligible full-time scholars may be awarded the Vels Research Fellowship (VRF) based on merit.

10.2 Fellowship details:

- ₹20,000 per month stipend
- One-time contingency grant of ₹20,000 (Engineering & Sciences) and ₹10,000 (Arts)
- Tenure: Up to 3 years or until thesis submission, whichever is earlier

10.3 Award of any external fellowship shall result in discontinuation of VRF.

10.4 Further the following for the full time research scholars will be revised based on the suggestions from the Executive Council of VISTAS.

11. Compliance and Monitoring

11.1 Attendance, progress, and compliance with Ph.D. regulations shall be monitored by the Research Supervisor and concerned authorities.

11.2 Scholars must complete the Ph.D. programme within the stipulated minimum period, failing which fellowship amounts may be recovered as per regulations.

12. Amendment

The University reserves the right to amend this policy from time to time in accordance with UGC regulations and statutory requirements.

Date: 29.10.2024

Place: Chennai



REGISTRAR

Registrar
Vels Institute of Science, Technology
& Advanced Studies (VISTAS)
Velan Nagar, P.V. Vaithiyalingam Road,
Pallavaram, Chennai - 600 117.