

Savitribai Phule Pune University

(Formerly University of Pune)



Circular

Personal Interview for M.Phil./Ph.D. Admission 2017-18

In continuation with the Notification No. PGS/2550 and PGS/2551 dated 24/07/2017, the University through this notification hereby issues following directions for the information and compliance by all University Departments/Research Centres for Personal interview of eligible candidates qualified in Entrance Test/ Candidates exempted from Entrance Examination for M. Phil./ Ph. D. Admission 2017-18.

All the University Departments/Research Centres should complete the interview process as per provision of circular No. 14/2017 dated 09/01/2017 on or before **30th December, 2017** and display the date of interview on their website.

- A. The research centres will obtain the list of candidates eligible for personal Interview from PG Admission Section.
- B. All the Research Centres shall fill the vacant position only as per vacant seats declared by the University on the University website. Final vacant position is available on University website.
- C. During the interview organized by the University Departments/Research Centres, the candidates are required to discuss their research interest/area before a duly constituted Selection Committee.

The following aspects shall be considered during the interview, namely:-

1. Whether the candidate possesses the competence for the proposed research;
2. Whether the research work can be suitably undertaken at the Institution/College;
3. Whether the proposed area of research can contribute to new/additional knowledge.

- D. The University departments/research centres at affiliated colleges and recognized institutions/recognized research institutions shall obtain the approval of the Hon. Vice-Chancellor for the committee as mentioned in Circular No. 14/2017 dated 09/01/2017 immediately by e-mail on **phd.mphiladmis@pun.unipune.ac.in** or by hand. Attached herewith is the format of committee for Personal Interview as applicable to your research centre.

General Instructions:

A)

- The Head of the research centre will follow the guidelines/norms given in the University Circular No-14/2017 Ref. No. PGS/144, dated 09th January 2017 about fair and smooth functioning of interview process.
- All the University Departments/Research Centres shall send email/SMS to eligible candidates for personal interview.
- The Head of the research centre shall follow the State reservation policy while selecting the candidates.

- All the University Departments/Research Centres shall verify the documents of eligible candidates at the time of personal interview.

The Head of the research centre has to finalize the list of selected candidates and the allotment of guides to these candidates on the same day/days and forward the same along with panel report to P. G. Admission Section within 48 hours for approval. The Head of the concerned centre has to allot research guides to the selected candidates as per their area of interest or specialization. However, at the time of allotment of research guide, the concerned Head of the research centre has to consider the proper academic tuning/area of interest/specialization of the research guide and the research interest of the student.

- After all, it is the sole responsibility of the Head of the research centre to finalize the list of selected candidates in fair manner and in consultation with the expert committee.

B) Once the approval to selected candidates and allotment of research guide is obtained, the Head of the concern centre has to give a time-bound programme/guidelines to all the candidates and research guides to expedite the process of making pre-registration presentation within the given deadline as per provision of the University circular No. 14/2017 dated 09/01/2017. This process is important for approving the research proposals by the RRC in a time bound manner.

In case of difficulties/interpretation of the rules, please contact the undersigned for clarification.



Dr. Prafulla Pawar
Dean
Faculty of Commerce & Management,
Co-ordinator, PET Exam, SPPU



Shri. Uttam R. Chavan
Deputy Registrar
PG Admission, SPPU

Ref. No.: PGS/4416

Date : 14/12/2017

To,
The Head
University Departments
Savitribai Phule Pune University

The Principals / Directors
All Research Centres of All Faculties,
Affiliated to Savitribai Phule Pune University, Pune.

All Concerned are hereby requested to note and complete the process within a stipulated time strictly.

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Ref. No.

Date :

Submitted to Hon. Vice Chancellor

Subject:- Request for appointment of Departmental Research Committee for personal interview of M.Phil./Ph.D. admission 2017-18.

Name of the University Department/Research Centre/Recognized Institute:

Name of Faculty: _____

Name of Subject: _____

Composition of committee for University Departments:

Sr. No.	Details	Name
1	Head of the Department concerned (Chairman);	
2	Two subject Experts (One from the Department concerned and One from outside);	
3		
4	Two nominees of the Vice-Chancellor – One General and One Reservation	
5		

Composition of committee for Research Centres Affiliated Colleges and Recognized Institutions:

Sr. No.	Details	Name
1	Principal / Director of the Affiliated Colleges and Recognized Institutions concerned (Chairman);	
2	Two subject Experts (One Head of the Department of the affiliated college/recognized institution concerned, and one from University Departments/affiliated college/recognized institution concerned);	
3		
4	Two nominees of the Vice-Chancellor – One General and One Reservation	
5		

Composition of committee for Recognized Research Institution

Sr. No.	Details	Name
1	Director (Chairman);	
2	Academic co-ordinator of the institution;	
3	One Professor from the University Department concerned, nominated by the Vice-Chancellor;	
4	Reservation nominee appointed by the Vice-Chancellor.	

(Note – Prepare separate sheet for committee as applicable to your case)

Requested to approve above mentioned committee and appoint VC's Nominee (General) and Reservation.

Head of the University Department

Principle/Director of Recognized Research Centre

Hon.Pro.Vice-Chancellor / Hon. Vice-Chancellor