S.V. NATIONAL INSTITUTE OF TECHNOLOGY, SURAT-395 007
INSTRUCTION TO NEWLY ADMITTED PH.D. STUDENTS
(JDP SVNIT-IIT Mandi)
AUTUMN (ODD) SEMESTER 2024-25

All the candidates offered admission in the Ph.D. programme (vide **JDP SVNIT-IIT Mandi**) for the Autumn (Odd) Semester, 2024-25 are advised to follow the below mentioned steps for completing registration requirements (offline mode)

STEP	ACTIVITY	VENUE
STEP 1	To collect **Initial Registration Forms, Tuition Fees Form and Admission Number (D24####)**	**Ph.D. Desk**, Academic Section, Administrative Building (Ground Floor-Room No. **MXG-1**)
STEP 2	All candidates selected for PhD admission vide **JDP SVNIT-IIT Mandi**, have to complete the fee payment process through **MIS, SVNIT Payment Portal**. It is mandatory to complete the payment of the semester fee and registration **on or before 14th August 2024** to confirm your seat and finalize your registration.	MIS Room No. **MXG 14**
STEP 3	To approach **Research Supervisor(s)** in the Department for filling up the registration forms along with 4 copies of course registration card	Respective Supervisor(s) in the Department.
STEP 4	To contact the Department's Ph. D. Coordinator for signature on the **Course Registration card** along with all registration forms	Ph.D. Coordinator / Supervisor/ Co-supervisor of the Department.
STEP 5	To submit necessary **registration forms** with fee forms and xerox copy of fee receipt.	**Ph.D. Desk**, Academic Section, Administrative Building (Ground Floor-Room No. **MXG – 1**)
STEP 6	To complete **Hostel admission** procedure	**Hostel Office**, Ground Floor, Department of Electrical Engineering.

(1) **The registration and fee payment process are required to be completed between August 1-14, 2024.**

(2) **Ph.D. candidates, who are opting courses from M. Tech. programme for credit requirements, their classes will commence with M. Tech.- 1st year teaching. Candidate must visit institute website regularly for updates.**

(3) **All candidates are required to report on 19thAugust, 2024. Candidates must approach their supervisor and start research work immediately.**

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Deputy Registrar (Academic)
SVNIT, Surat