



திருவள்ளூர் பல்கலைக்கழகம்
THIRUVALLUVAR UNIVERSITY
SERKKADU, VELLORE – 632 115

M.Phil. Admission Guidelines

1. The Colleges / University Departments shall make use of the first copy of the application for selecting the candidates.
2. Non-Autonomous Colleges / University Departments: A photocopy of the original application along with self attested copies of mark statements of the qualifying examination and Original challan for Rs. 200/- (Rs. 100/- for SC/ST) for the cost of the M.Phil application to be sent to the University.
3. The minimum marks for admission to Full-Time M.Phil. Degree course shall be 50% for the candidates who have qualified for the Master's Degree prior to 01.01.1991 and 55% for the candidates who have qualified for the Master's Degree on or after 01.01.1991. There is no provision for rounding off of 54.5% and above marks to 55%. For candidates belonging to SC/ST community, who have qualified for a Master's Degree on or after 01.01.1991 a concession of 5% of marks will be given in the minimum eligibility marks prescribed.
4. **The minimum two years of experience required for admission to Part-Time M.Phil., Programme.**
5. **A supervisor shall be allowed to guide, at any given point of time, as per UGC Regulation 2016.**
6. Only the predetermined number of students (20 for Science excluding Maths and 25 for Arts & Maths departments) may be admitted to M.Phil., Programme.
7. While granting admission to students to M.Phil., programmes, the Department / Institute / College shall pay due attention to the National / State Reservation Policy.
8. The Heads of the University Departments / Principals of affiliated Colleges are requested to follow Guidelines issued by the University for admission to M.Phil., programme.
9. The admission may be made on the basis of the marks obtained by the candidates in qualifying examination in the PG programme and marks scored in the Entrance Test.
10. The ultimate responsibility for admission made shall rest only with the Dean / Principal of the Colleges.
11. If it is observed at a later stage that the admissions given by the College is found incorrect, such admission will be stand cancelled by the University.
12. For further details, see the M.Phil. Regulation available in our University website under Academic menu => Regulation for M.Phil.

Fee Structure:

Affiliated Colleges: Fee Structure

The following General fee and Registration fee should be remitted through NEFT/RTGS mode only with UTR number is mandatory. The remittance details should be filled up in the enclosed **Annexure I** prescribed format and sent it to the University along with original challan within two week's time from the last date of admission. Postal Order / Money Order / Demand Draft will not be accepted. The below mention fees have to be collected by Colleges and consolidated fees amount remit it to University's account and send a single original challan to the University with prescribed format.

M.Phil. General Fee	
Library fee	Rs. 120.00
Cultural and Developmental fee	Rs. 30.00
Infrastructural fee	Rs. 30.00
M.Phil. Registration	
Registration Fee and Application cost	Rs. 570.00
Total	Rs. 750.00
Library fee for the Part-Time candidates (II year)	Rs. 120.00

University Departments: Fee Structure

The following are the fee structure for the M.Phil., candidates admitted in the University Departments. The fee should be remitted through NEFT/RTGS mode only with UTR number is mandatory. The remittance details should be filled up in the enclosed **Annexure I** prescribed format and sent it to the University along with original challan within two week's time from the last date of admission. Postal Order / Money Order / Demand Draft will not be accepted. The below mention fees have to be collected by Departments and consolidated fees amount remit it to University's account and send a single original challan to the University with prescribed format.

Sl. No	Items	M.Phil	
		F.T.	P.T.
1	Admission Fee	250	250
2	*Matricula Fee	150	150
3	#Recognition Fee	500	500
4	Registration Fee and Registration Application cost	570	570
5	Administration Fee for M.Phil.	250	500
6	**Tuition Fee (Per Annum)	3000	3000
7	Laboratory Fee (per Annum) For Science Scholars only	2000	2000
8	Library Fee (per Annum)	300	300
9	Sports Fee (per Annum)	50	-
10	Internet Fee (per Annum) ID one time	1000	1000
11	Caution Deposit (General and Library Deposit)	1000	1000
12	Group Insurance	100	
	Total	9,170	9,270

** The SC / ST / SCC students in the University Departments are exempted from paying the Tuition Fee. Further the details of the students availing the benefits should be submitted every year to the Registrar for onward submission to The Director, Directorate of Collegiate Education, Chennai to claim the Tuition Fees.

*Applicable to candidates, who are seeking admissions in the Thiruvalluvar University for the First time.

#Towards Recognition of the Degree awarded by any University other than the Thiruvalluvar University which forms the basis for the present selection.

University's saving bank account details maintained in IOB, Serkadu, Vellore - 632115 are furnished below in which the fees have to be remitted directly through RTGS/NEFT mode.

Sl.No	Nature of fees	IFSC Code No.	MICR Code No.	SB A/c No.
1	General fees etc.	IOBA0002484	632020014	248401000000001

Encl: **Annexure I**

Students Strength Details

All Colleges / University Departments need to send the admitted students strength category wise details in the enclosed **Annexure III** prescribed format along with the fees detail to the University within two week's time from the last date of admission.

Encl: **Annexure III**

M.Phil. Admission Approval

All Colleges / University Departments need to get the M.Phil., admission approval from this University only then M.Phil. Registration will be considered. The College Principal / HOD of the University should send the admission list in VIII enclosed **Annexure II** prescribed format and along with the following enclosures to the University within two week's time from the last date of admission and follow the Roster System [31% GT, 30% BC, 20% MBC, 18% SC, 1% ST] based upon the Government guideline in selecting the candidates. For further details see the M.Phil. Regulation available in our University website under Academic menu => Regulation for M.Phil.

THE FOLLOWING DOCUMENTS MUST BE ENCLOSED FAILING WHICH THE ADMISSION APPROVAL WILL NOT BE PROCESSED.

1. The Departmental approval copy. **(Photocopy)**
2. PG Certificates (Provisional / Degree certificate). **(Self attested)**
3. PG Degree All Mark Statements. **(Self attested)**
4. Eligibility certificate in case of other University Students. **(Original)**
5. Service Certificate issued by the Employer, Head Master / Principal / Head of the Institution (in the case of candidates applying for part-time Programme, specifying the total duration of the service put in by the candidates in their organization). **(Original)**
6. Part-Time candidates should produce No Objection Certificate issued by the DCE / Registrar (for teachers of Self-financing institutions) / Director of Technical Education (for teachers of Polytechnics) / CEO (for teachers of schools). **(Original)**

7. The Supervisor Guideship Approval Photocopy must be enclosed. **(Photocopy)**
8. Community Certificate **(Photocopy)**
9. The aforesaid fees remitted challan must be enclosed.

Encl: **Annexure II**

M.Phil. Registration

1. All candidates who are admitted into the M.Phil., programme (Full-Time or Part-Time) will be registered to do research in a particular topic under the supervision of a recognized supervisor.
2. The candidate so registered for Full-Time M.Phil., programme shall be permitted to appear for Part I examination only after completing the minimum period 90 working days. The candidate registered for Part-Time M.Phil., programme shall be permitted to appear for Part I examination only after completing the minimum period of 180 days.
3. **M.Phil Registration Applications can be downloaded from the University website www.thiruvalluvaruniversity.ac.in under "Admission => Download Applications".**
4. The M.Phil. Admission Approval photocopy with Principal attested should be enclosed.
5. **M.Phil. Registration filled in application – Signed by Principal and Supervisor.**
(In case of Part-Time candidate signature of the Head of the Institution where candidate is working)
6. **Those who do not submit the aforesaid documents should submit along with the Registration applications.**
7. Applications which are submitted through the Heads of the Departments and Institutions which do not contain the Signature of the supervisor under whom the candidates proposes to undergo the course, will not be considered.
8. The filled-in application should be sent through the concerned Principal of the College / Head of the University Departments.

Sybil
28/6/17

V. Anil 28/6/17
REGISTRAR i/c