



वीर माधो सिंह भंडारी उत्तराखंड प्रौद्योगिकी विश्वविद्यालय

VEER MADHO SINGH BHANDARI UTTARAKHAND TECHNICAL UNIVERSITY

(FORMERLY UTTARAKHAND TECHNICAL UNIVERSITY)

A State Government University Established by Uttarakhand State Government Vide act No. 415 of 2005

Guidelines for Candidates to Apply Online for Admission in PhD through University Management System

Step 1 – Register on Portal

- To register on Portal, fill/select Branch, Current Year of Study, Candidate's Name, Father's/Husband's Name, Mother's Name, Mobile No., Email ID & Captcha in respective fields and then click on **Register** button.
- Thereafter, entered Mobile No./Email ID will be verified through One Time Password.
- Once the verification is done, Login Credentials (User ID & Password) will be sent on the registered Mobile No. & Email ID.

Step 2 – Login to Portal

- Fill User ID & Password sent on the registered Mobile No./Email ID and Captcha in respective fields and click on **Login** button.

Recover Password, if forgotten

To recover the password, click on **Forgot Password?** link available on the Login panel. Thereafter, enter your User ID for OTP based Mobile No./Email ID verification. Once the verification is done, candidate can create the desired password.

Step 3 – Fill the Application Form for Admission

- After login, click on **Application Form** button available on the page. Thereafter, candidate will have to submit following details in respective sections:

A. Personal Information

- Applicant's Photograph (File Format: JPEG/JPG | Max File Size: 1 MB)
- Applicant's Signature (File Format: JPEG/JPG | Max File Size: 1 MB)
- Date of Birth
- Gender
- Caste/Category
- Caste Certificate No. & Date of Issuance (in case of SC/ST/OBC)
- Whether Person with Disabilities (Yes/No)
- Nationality
- Aadhaar No.
- Correspondence Address
 - Address
 - State
 - District
 - PIN Code
- Permanent Address



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- Address
- State
- District
- PIN Code

After filling the above details in respective fields, click on **Save & Continue** button. Candidate will be redirected to the next step to fill further details.

*To edit the saved details, click on **Previous Step** button.*

B. Educational Qualification

After submitting the above details, candidate will have to fill following details in respective fields for 10th, 12th, Graduation & Post Graduation:

- Year of Passing the Exam
- School/College/Board/University
- Marks (in %)
- CPI
- CGPA
- Division/Grade
- Subjects/Specialization
- Is Result **Awaited** or **Declared**

After filling the above details in respective fields, click on **Save & Continue** button. Candidate will be redirected to the next step to fill further details.

*To edit the saved details, click on **Previous Step** button.*

C. Undertaking

After submitting the above details, candidate will have to give Undertaking by filling following details:

- Exam qualified in recent 3 years (if applicable):
 - GATE
 - NET
 - GPAT
 - Other
- Rank of GATE/NET/GPAT/Other (if applicable)
- Score of GATE/NET/GPAT/Other (if applicable)
- Place
- Date

D. Preview Filled Application Form



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- After submitting the above details, candidate will be redirected to preview the filled details and do the final submission of the Application Form. No changes will be allowed after the final submission of the Application.
- To edit the details, candidate can click on **Previous Step** button and go to the particular step to edit the filled details.
- After doing the required changes (if any), select the checkbox of **I Agree**, fill Place & Date in respective fields and then click on **Save & Continue** button. Application will be submitted thereafter.

Step 4 – Fee Submission

- After the final submission of Application Form, candidate will be redirected to submit the Application Fee through online mode (Credit Card/Debit Card/Net Banking).
- After fee payment, candidate can download the Fee Payment receipt for further references.

Step 5 – Application Escalated

- After Fee Payment, application will be forwarded to the University for further process.
- Candidate will be notified about the Acceptance or Rejection of the Application by the University, or if the University raises any query against the Application.

Candidate will have to answer the query from their login, if University raises any. Once the query is answered, University will proceed with the Application.