



# Visvesvaraya Technological University

Belagavi – 590 018, Karnataka State, INDIA

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Ref. No./VTU/Exam/Ph.D./2022-2023/ 1299

Date: 13 OCT 2022

## NOTIFICATION

### Sub: Filing of Application form for Coursework Examinations of Ph.D. & M.Sc. (Engg.) by Research, Oct-Nov 2022.

By the directions of the Hon'ble Vice-Chancellor, the Coursework examinations of Ph.D. & M.Sc. (Engg.) by Research will be held in the month of Oct-Nov 2022.

In light of the above, online applications are invited for the Coursework Examinations from the Registered Research Scholars having USN **XXX19XXXX**, **XXX20XXXX** and **Re-registered** Research Scholars of **XXX17XXXX** batch (as per the notification dt: 19<sup>th</sup> Nov 2020 and 18<sup>th</sup> Dec. 2021) and USN **XXX18XXXX** (as per the notification dt: 6<sup>th</sup> Oct 2022) who are not completed all the coursework.

Prerequisites for filing examination application form by the **Re-registered research scholars** (who have not emailed the documents earlier) bearings USNs' of **XXX17XXXX** (as per the notification dt: 19<sup>th</sup> Nov 2020 and 18<sup>th</sup> Dec. 2021) and USN **XXX18XXXX** (as per the notification dt: 6<sup>th</sup> Oct 2022) batch, who are not completed all the coursework.

#### Submission of Documents

(Only for Re-registered Research Scholars of XXX17XXXX and XXX18XXXX batch)

SL.No.	EVENTS	DATES
01	Copy of the Office Order, Re-registration letter, Coursework results, subjects to be amended, and syllabus copy of subject/s to be attended.	On or before 19.10.2022

- Note:** 1. Email the scanned copy of above said documents to [coursework@vtu.ac.in](mailto:coursework@vtu.ac.in) (Do not send it to any other VTU email ID's)  
2. On fulfilling the above requirements, 2017 and 2018 batch research scholars will be allowed to submit the examination application form.

#### SCHEDULE OF FILING EXAMINATION APPLICATION FORM

SL. NO.	EVENTS	DATES
01	Starting of online submission of examination application form	28.10.2022
02	Last date for submission without penalty	02.11.2022
03	Last date for submission with penalty of Rs.500/-	05.11.2022

#### PROCEDURE FOR FILING ONLINE APPLICATIONS

1. The Head of Institute / Principal of Research Centre is to identify a Coordinator for assisting in filing examination application forms by the scholars of your research centres.
2. User ID and password will be provided to the Head of Institute / Principal.
3. The coordinator shall send an email requesting for a User ID and Password to [research@vtu.ac.in](mailto:research@vtu.ac.in) along with name, designation and mobile number and e-mail ID.
4. User ID and password will be provided to the coordinator through e-mail.
5. Visit <http://prexam.vtu.ac.in> and select PhD/MSc (Engg.) Application. Login with the user ID and password provided by VTU.
6. Coordinator can download the user manual for ready reference.

### FEE STRUCTURE

Application fee	Examination Fee	Grade Card Fee
Rs.20/- per student	Rs.1000/- per subject	Rs. 100/- per student

### EXAMINATION CENTERS

1)BMS Institute of Technology, Bengaluru, 2)JSS Academy of Technical Education, Bengaluru,3)East West Institute of Technology, Bengaluru, 4) Sapthagiri College of Engineering, Bengaluru , 5)AJ Institute of Engineering and Technology, Mangaluru, 6)VTU Regional Office, Belagavi, 7)VTU Regional Office, Kalaburagi, 8) VTU Regional Office, Mysuru and 9)UBDTCE, Davanagere.

### INSTRUCTIONS TO CANDIDATES

1. Candidates should thoroughly check their details like USN, Coursework Subjects, etc. before applying.
2. Approved copy (approved by the Registrar, VTU) of change of coursework, if any, must be submitted to the office of the undersigned before **23<sup>rd</sup> October 2022**.
3. Only research candidates having USN **XXX19XXXXX, XXX20XXXXX and Re-registered Research Scholars of XXX17XXXX batch and XXX18XXXXX** are eligible to apply.
4. The fee has to be paid by the candidate at the research centre.
5. Keep ready all the information required for filing examination application form along with the selected course work subjects.
6. Keep ready the soft copy of your photo to upload to examination application form and the size of the same shall not be more than 60 KB.
7. Approach the designated coordinator of your research centre to file the examination application form along with required documents.
8. Take two print copies of application and Hall ticket from the Coordinator and put your signature and get the signature of the Guide and Head of Research Centre.
9. It is the responsibility of the candidate to ascertain the correctness of the application and the hall ticket. In case of any discrepancy, the same must be immediately reported to the Registrar (Evaluation), in writing, forwarded through the guide and head of concerned research centre.

### INSTRUCTIONS TO COORDINATORS

1. Only research candidates having USN **XXX19XXXXX, XXX20XXXXX and Re-registered Research Scholars of XXX17XXXX batch and XXX18XXXXX** are eligible to apply
2. Candidates shall approach the coordinator for filing examination application form along with requisite information viz., softcopy of photo, fee
3. receipt; Doctoral Committee approved subjects list / hard copies of the syllabus etc.
4. Coordinators shall collect all the information from the candidate and file the examination application form, after ascertaining the eligibility of the candidate.
5. Provide two print copies of the application and hall ticket (student copy) to the candidate to get the signature of the guide and head of research centre.
6. Collect duly signed two copies of the application and hall ticket (Research Centre Copy and University Copy) from the candidate.
7. Retain one copy with the research centre and submit remaining copies to the office of the Registrar (Evaluation), VTU Belagavi.
8. Enclosures to be submitted:
  - a) One Copy of the examination application
  - b) One Copy of the Hal Ticket

**c) Online Fee Receipt for the consolidated fee payment**

d) Wherever applicable, syllabus for the courses for which the examination application forms is submitted.

9. **Last date for submission of the above documents in hard copy by the research centers is 10<sup>th</sup> November 2022 along with the fee paid receipt by the research scholars.**

**DATES OF EXAMINATIONS**

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| <ol style="list-style-type: none"><li>1. The Examinations will commence from <b>28<sup>th</sup> November 2022</b>.</li><li>2. The detailed time-table will be notified shortly.</li></ol> |
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**The contents of this notification may be brought to the notice of all the concerned.**

Sd/-

**REGISTRAR (EVALUATION)**

To,

1. **The Principals of Constituent, Affiliated and Autonomous Engineering colleges.**
2. **The Heads of VTU Research centers and RRCs &**
3. **Chairpersons of All PG Departments.**

Copy FWC's to:

1. Hon'ble Vice-Chancellor through the Sec. To VC, VTU Belagavi, for kind information.
2. The Registrar, VTU Belagavi, for information.
3. Finance Officer, VTU Belagavi, for information.
4. The Incharge Regional Directors of VTU Regional Offices, for information & needful.
5. The Incharge Director, ITISMU with a request to make arrangements to display this circular in the website.

*Ray 13/10/2022 B.E*

**REGISTRAR (EVALUATION)**