

**DEPARTMENT OF COMMERCE
UNIVERSITY OF DELHI**

BOARD OF RESEARCH STUDIES FOR COMMERCE AND BUSINESS STUDIES

APPLICATION FORM FOR REGISTRATION/ADMISSION TO PH.D. COURSE

PHOTO

1. Name (in block letters) (as entered in the qualifying degree certificate)

Miss/Mrs./Mr.

- 2.

Father's/Guardian's/
Husband's Name

- 3.

Mother's Name

4. Date of Birth (in Figures)

Day _____ Month _____ Year _____

(The minimum age for admission to Ph.D. course is 22 years as on the date of admission of the application.)

5. Nationality: _____

6. Marital Status: ☐ Married ☐ Unmarried

7. Delhi University Enrolment number, if any: _____

8. Category: Tick (✓) the appropriate alternative:

☐ General ☐ SC ☐ ST ☐ OBC ☐ Physically challenged

If physically challenged, state the category:

☐ Visually challenged ☐ Auditory challenged ☐ Orthopedically challenged

(Please attach attested copy of certificate in case you belong to a category other than general.)

9. Address in Delhi: _____

10. Permanent address : _____

11. Contact Telephone No. (R) _____ (M) _____

12 Email id: _____

13. DETAILS OF EXAMINATION PASSED:

(Educational Institutions Attended and Examinations Passed, School Leaving Examination onwards)

Exam. Passed	University /Board	Year	Max. marks	Marks obtained	Division/ grade	Subject (s)
Senior Secondary						
Graduation						
M.Com./M.B.A./ MIB/ MHROD/ MFC						
M. Phil. (Subject:)						
Any other examination passed						

Note: **The attested copies of the following certificates should be submitted at the time of submission of this form:**

- (a) **Post-graduate (Qualifying) Degree/Certificate.**
- (b) **Marks Sheets of Post-graduate (Qualifying) examination.**
- (c) **Matriculation /Hr. Sec. /Secondary School Certificate for verification of date of birth.**
- (d) **Cast Certificate, if belongs to SC/ST Category.**

(Candidates shall be required to produce the original certificates alongwith the joining report for verification at the time of admission)

14. Language(s) known _____

15. Previous Details of Research experience, if any: _____

16. Title of the proposed Research topic: _____

17. Undertaking/Declaration (Please tick the relevant option in your case):

- a. *I have carefully gone through the rules as prescribed under University Ordinance by the Board of Research Studies relating to the Doctorate of Philosophy (Ph.D.) course and I undertake to abide by them during the tenure of my research in the Department of Commerce, University of Delhi.*
- b. *I solemnly declare that I am not in any kind of employment at present and that in case I get any employment at any stage during my studies. I will seek prior approval of the Board of Research Studies for joining the same.*
- c. *Permanent teachers / employees* who are in service in any other recognized University / college / Research Institute in India and have a minimum of three years teaching / research experience, will be considered if they get study leave for a period of two years to fulfill residency requirements of the University of Delhi.
- d. *The University / College teachers* holding a permanent, temporary or ad-hoc positions and having completed two years of service as teacher in a Department / Constituent Colleges of the University of Delhi.

- e. **Students having fellowships/scholarships** instituted by the University / national and international agencies under schemes approved / recognized by the University, through procedure laid down by the University, may be registered provisionally by the Departmental Research Committee and Board of Research Studies, and confirmed after completion of course work, by the respective Board of Research Studies.

As per the circular received from the Registrar, University of Delhi Ref. No. Aca.I/Ph.D./2012/255 dated July, 18 2012, candidates who are in receipt of any of following of fellowships/stipends may be registered provisionally for the Ph.D. programme:

- i. University Teaching Assistantships
 - ii. JRF through UGC/NET and CSIR/NET
 - iii. Fellowships of CSIR/ICAR/ICSSR/ICHR/ICMR/DBT/DST or from any other recognized Government institutions/organizations.
 - iv. Rajiv Gandhi National Fellowships for SC/ST of UGC
 - v. SAP Fellowship of UGC
 - vi. Project JRF/Project Assistant
 - vii. Candidates with UGC (non-NET) fellowships.
- f. **Foreign students** with their national or other fellowships recognized by the University or sponsored by their employers, may be given provisional admission, followed by confirmation through due process after a stipulated period of time.
- g. **As per the Clause E of amended ordinance VI B vide letter no. CNC-1/09/2013, candidates sponsored by their employers** shall be considered only if they get study leave for a period of two years to fulfill residency requirements of the University of Delhi. Provided as per Letter No. CNC-I/097/2013, however in order to advance research in strategic areas of national concern, scientists/professionals working at defense and space institutions/organizations of the Government of India/ State Government and with whom university has signed a Memorandum of Understanding, will be allowed to pursue Ph.D. while working in their organizations provided that their work in their parent organization is relevant to their Ph.D. research. Such students may also be exempt from the requirement of course work under this Ordinance if recommended by the DRC.
- h. As per the letter from UGC (F. No. 1-1/2002(PS) Pt file-III) dated 28 Aug 2009 and University of Delhi No.CB.II/Recruitment/2009/2269 dated 25 Nov. 2009, **candidate holding M.Phil degree** from University of Delhi where in the admission has been through an entrance examination and Course work has been completed at M. Phil level, such candidates **shall not be required** to undertake entrance exam or course work when admitted to Ph.D program. In case a candidate has done M. Phil from other than University of Delhi, credit and exemption may be given for the course work done in the previous university. Unless the candidate holds J.R.F., such a candidate will have to appear in entrance test as applicable to fresh candidate directly joining Ph.D.

Note: Students shall have the freedom to choose their research supervisor through consultation with the consent of the chosen supervisor provided a seat is available at the following overall level: Professor (8), Associate Professor (6), and Assistant Professor (4) as per the circular received from the Registrar, University of Delhi Ref. No. Aca.I/Ph.D./2012/255 dated July, 18 2012.

.....
(Signature of the Applicant)

Name:

Dated:

(To be filled in by those who are employed)

Name of the Institution where employed _____

Designation _____

Period of employment: From _____ **To** _____

Whether Permanent/Temporary/Contractual/Ad-hoc/Project _____

Brief details about the nature of job** _____

Tel. No. Office _____ **Residece** _____ **Mobile** _____

**** Separate sheet may be used to furnish the details, if necessary.**

(Certificate to be signed by the Head/ Principal the Department/Institution/College where the candidate is employed)

(i) I certify that Miss/Mrs. /Mr. _____ has been working in this Institution/College/Project as _____ in a temporary/ad-hoc/contractual/permanent capacity since _____

(ii) The present term of his/her appointment is up to _____

(iii) I further certify that Miss/Mrs./Mr. _____ will be granted leave to pursue the Ph.D. Course as required under the present rules of the Board of Research Studies (Commerce and Business studies) and as may amended from time to time.

(Strike out if not applicable).

Date:

Signature of the Head/Principal of the
Department/Institution/College with seal

(Certificate by the Head of the Department)

It is certified that:

- (i) The Departmental Research committee at its meeting held on _____
recommended registration of Ms./Mr. _____ for
Ph.D. Course in this Department under the supervision of

Prof./Dr.																			Supervisor
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Address: _____

Contact No. (Off) _____ (Res) _____ (Mob) _____
and

Prof./Dr.																			Jt. Supervisor
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Address: _____

Contact No. (Off) _____ (Res) _____ (Mob) _____

- (ii) The names of the two advisors are as follows:

Advisor 1: Name: _____ Ph. No. _____

Off. address: _____

Res. address: _____

Advisor 1: Name: _____ Ph. No. _____

Off. address: _____

Res. address: _____

- (iii) The topic of research as proposed by the candidate and recommended by the DRC has not been taken up earlier in the Department for the Ph.D. Course.

- (iii) The viva-voce/dissertation of Mrs./Miss/Mr. _____ for M. Phil.
Part –II has been held/ submitted. (Strike out if not applicable).

Dated _____

Signature
Name: _____
Head of Department
University of Delhi

Direct Ph.D. ADMISSION: 2014 -2015

I Applications on prescribed form (obtainable from the office) are invited for admission to Ph.D. as per the following tentative schedule:

Forms available from	:	20 th December 2013 to 31 th January 2014
Last date for submission of forms	:	31 th January, 2014
Interview (In DRC)	:	To be announced later
BRSCB	:	To be announced later

II ELIGIBILITY REQUIREMENTS FOR Ph.D.:

As per Ordinance VI-B (Ph. D) clause 4A, 4C, 4D, 4E and 4F, entrance test would be Exempted for the following candidates and are eligible for direct admission:

- i) Students having fellowships/scholarships* instituted by the University / national and international agencies under schemes approved / recognized by the University, through procedure laid down by the University, may be registered provisionally by the Departmental Research Committee and Board of Research Studies, and confirmed after completion of course work, by the respective Board of Research Studies.
- ii) Foreign students* with their national or other fellowships recognized by the University or sponsored by their employers, may be given provisional admission, followed by confirmation through due process after a stipulated period of time.
- iii) The University / College teachers* holding a permanent, temporary or ad-hoc positions and having completed two years of service as teacher in a Department / Constituent Colleges of the University of Delhi.
- iv) As per the Clause E of amended ordinance VI B vide letter no. CNC-1/09/2013, candidates sponsored by their employers* shall be considered only if they get study leave for a period of two years to fulfill residency requirements of the University of Delhi. Provided as per Letter No. CNC-I/097/2013, however in order to advance research in strategic areas of national concern, scientists/professionals working at defense and space institutions/organizations of the Government of India/ State Government and with whom university has signed a Memorandum of Understanding, will be allowed to pursue Ph.D. while working in their organizations provided that their work in their parent organization is relevant to their Ph.D. research. Such students may also be exempt from the requirement of course work under this Ordinance if recommended by the DRC.
- v) Permanent teachers / employees* who are in service in any other recognized University / college / Research Institute in India and have a minimum of three years teaching / research experience, will be considered if they get study leave for a period of two years to fulfill residency requirements of the University of Delhi.
- vi) As per the letter from UGC (F. No. 1-1/2002(PS) Pt file-III) dated 28 Aug 2009 and University of Delhi No.CB.II/Recruitment/2009/2269 dated 25 Nov. 2009, candidate holding M.Phil degree* from University of Delhi where in the admission has been through an entrance examination and Course work has been completed at M. Phil level, such candidates **shall not be required** to undertake entrance exam or course work when admitted to Ph.D program. In case a candidate has done M. Phil from other than University of Delhi, credit and exemption may be given for the course work done in the previous university. Unless the candidate holds J.R.F., such a candidate will have to appear in entrance test as applicable to fresh candidate directly joining Ph.D.

Therefore, candidates having fellowship/scholarships, Foreign Students, University/College teachers having minimum 2 years experience in the University of Delhi, candidates

sponsored by their employers, permanent teachers/employees having minimum 3 years of experience in recognized college/University/research institution and candidate holding M. Phil. degree from University of Delhi, need not appear in the entrance exam. They are required to submit the synopsis along with the form as per above mentioned dates.

- i. **In accordance with Ordinance VI-B (Ph. D) clause 4B, the entrance test would be compulsory for students** who are otherwise eligible for admission to the Ph.D. Programme and do not have any financial assistance, will be admitted through an entrance examination to be conducted by the respective departments or / and through an interview by the Departmental Research Committee. Students provisionally admitted to the Ph.D. Programme through an entrance examination or interview will be awarded University Grants Commission fellowships for programmes of doctoral research or any other fellowship that is launched by the national agencies. The number of fellowships under this category will be determined annually by the Department. Such candidates may apply for Ph.D. programme only once in a year at the beginning of the academic year.
- ii. **Candidate holding M. Phil. degree from other than University of Delhi** and not holding J.R.F. will have to appear in the entrance test as applicable to fresh candidate directly joining Ph.D. However, credit and exemption may be given for the course work done in the previous university.

(Dr. Kavita Sharma)
Convenor
Departmental Research Committee

(Prof. J. P. Sharma)
Head of the Department

PROCEDURE OF ADMISSION IN Ph.D. (WITHOUT ENTRANCE TEST).

Candidates seeking admission in Ph.D. (Without entrance test, as per ordinance VI-B (Ph.D.) clause 4A, 4C, 4D, 4E & 4F) are required to follow the procedure mentioned below:

- (i) Fill the form for Ph.D. admission available in the Department from 20th December, 2013 to 31th January, 2014 along with the seven copies of synopsis.
- (ii) Those candidates who are permanent / temporary/ ad-hoc teachers / employees will have to submit their application through proper channel (attested from the Principal or Head of the institution).
- (iii) The synopsis would be reviewed and the candidate shall appear for interview before the DRC.
- (iv) Synopsis passed in the DRC will be forwarded to Board of Research Studies for further approval.

(Dr. Kavita Sharma)
Convenor
Departmental Research Committee

(Prof. J. P. Sharma)
Chairman
Departmental Research Committee

Department of Commerce
Delhi School of Economics
University of Delhi
Delhi – 110 007

N O T I C E

December 20, 2013

Instructions for Submission of Synopsis for Ph.D. Programme

Applications are invited for admission to Ph. D. Programme in the Department of Commerce. Application to be submitted on the prescribed Performa which can be obtained at the department office or it can be downloaded from the Department website www.commercedu.com.

Instructions for synopsis submission are:

- Along with filled in application form, candidates are required to submit seven copies of the synopsis prepared on the selected Ph. D. topic. The last date of synopsis submission at the department office is Friday, 31st January, 2014.
- Synopsis to be prepared as per the following guidelines:
 1. Cover Page having title of the thesis, candidate's name, address, e-mail id and telephone no.
 2. Title page having only title of the thesis.
 3. Inside the synopsis no personal details to be provided anywhere (including Header and Footer) on the text pages.
 4. Synopsis to include literature review, objectives, research hypotheses, research design, tentative chapter scheme, and bibliography.
 5. Use 12 size Times Roman Font.
 6. Synopsis to be soft bound (spiral bound)

Note: Personal details to be provided only on the cover page and nowhere else.

Prof J. P. Sharma
Head, Department of Commerce