

Ph.D. Programme

Academic year and duration of the degree programmes:

- i) The academic year for Masters' shall generally commence from 1st working day of August, each year.
- ii) A semester shall consist of minimum 110 working days.
- iii) Co-curricular activities shall be organized simultaneously with academic activities after class hours. Loss of instructional days due to inter class/inter collegiate competitions in sports/games/cultural activities or due to any other reason shall be compensated by providing additional instructional days.
- iv) The minimum number of classes for each (one) credit of a course shall be 16 in a semester.
- v) The minimum and maximum duration of residential requirement

a. Doctoral Programme

- i. Minimum 3 years (6 semesters)
- ii. Maximum 6 years (12 semesters). No hostel facility after 7th semester/ (3½yrs.)

Admission:

Candidates with Master's degree in concerned/related subjects from a recognized University with OGPA of 6.50/10.00, 3.25/5.00, 2.6/4.00 are eligible for admission to the Doctoral programmes under General/OBC/UPS category. SC/ST/PC category candidates with OGPA of 5.50/10.00, 2.75/5.00, 2.20/4.00 in the Master's degree shall be eligible for admission. In case where Grade Points are not awarded, only marks are awarded, the candidates must have secured at least 60% marks for General/OBC/UPS category and 50% marks for SC/ST/PC category.

Selection of candidates for admission:

- i) The selection of candidates for Doctoral programmes will be based on the Entrance Examination marks (60% weightage) and academic performance in qualifying Degree Examination (40% weightage). 20% marks, with negative marking in the entrance examination will be the qualifying mark for short listing under all categories.
- ii) Twenty five (25) per cent of total seats in each department shall be filled up by the candidates selected by ICAR through All India Entrance Test (AIET).
- iii) Fifteen (15) percent, seven point five (7.5) percent and three (3) percent of the total number of seats shall be reserved for SC, ST and PC candidates respectively. In case enough candidates are not available, SC/ST categories seats can be interchanged. Vacant seats under PC category will be filled by the merit from General category.
- iv) Twenty seven (27) percent of the total numbers of seats are reserved for OBC excluding creamy layer. If the University does not find the candidate from OBC category, the vacant OBC seats shall be converted into General category i.e. unreserved seats.

Note: Vacant seats under reserved/ unreserved category shall be filled-up by the candidates on merit basis from the waiting list.

Submission of application:

- i) Application for admission to Doctoral degree programmes shall be made in prescribed application form obtainable from the office of the Registrar/ Dean of constituent Colleges on issue of notification to this effect. The duly filled in application complete in all respects along with documents shall be submitted so as to reach the Registrar of the University on or before the prescribed date.
- ii) Students who have appeared in the final examination of the qualifying degree course and whose results are awaited for declaration may also submit their applications on or before the prescribed date.
- iii) Each candidate shall submit the following documents in original before the Admission Committee constituted for the purpose.
 - Master's and Bachelor Degree Certificates / Provisional Degree Certificates and grade card/Transcript/mark sheet (For Doctoral degree programme).
 - Intermediate Science/10+2 Science/equivalent examination certificate and mark sheet.
 - H.S.C.E./equivalent (10th standard) certificate and mark sheet.
 - SC/ST/OBC/PC and any other reserved category certificate from the competent authority, if the candidate seeks admission under such reserved category.

- Migration certificate from the university, where the student studied last.
- College leaving certificate from the Authority of the College, where the student studied last.
- Conduct certificate from the Dean/Principal of the College, where the student studied last.
- Medical certificate from a Medical Officer not below the rank of Asstt. Surgeon in support of physical fitness of the student to carry out his/her study in the concerned Master's Degree programme.
- Any other document (as per prospectus / notification) that may be required at the time of admission.

Admission procedure:

- i) All the shortlisted candidates shall present themselves for counseling on the prescribed date and time in respective courses with all original documents.
- ii) Based on merit, provisional admission letter shall be issued to the candidate by the Registrar, CAU, Imphal.
- iii) The provisionally selected candidate shall report to the Dean of concerned College along with all original documents on the prescribed date.
- iv) The Dean shall get the original documents verified by a committee of three senior teachers and Asstt. Registrar (Academic). After being satisfied with genuineness of certificate, the students shall be admitted after payment of prescribed fee.
- v) All original documents shall be kept in safe custody of the Dean of the College.

Registration:

The first day of the commencement of the semester shall be the date of registration by the students.

Registration of newly admitted students:

- i) On admission, a student shall be provided four copies of Registration Cards having different colours, one for the student, one for the Advisor, one for the Dean and one for the Registrar.
- ii) With registration cards in hand, the student shall report to the concerned Head of Department / Deptt. In-charge, who shall help the student for selection of courses and filling the cards.
- iii) The Registration Cards shall be signed by the student, his/her Advisor/HOD, the Assistant Registrar (Acad.) and countersigned by the Dean of the College.
- iv) On admission and registration, the student shall be provided with an identity card with his/her photograph. The identity card shall be returned to the College when the student leaves the College after completion/discontinuation of the course/being dropped from the College/University for a specified period for good.
- v) Each newly admitted student shall be given an Admission Number by the Dean of the concerned College and this Admission Number shall continue till allotment of Registration Number by the Registrar.

Note: An orientation programme shall be organized by the Dean of the College for the benefit of the newly admitted students immediately after commencement of the semester.

Registration of continuing students:

On successful completion of a semester, the continuing students shall register for subsequent semester on the date specified in the Semester Calendar or specifically notified. The following procedures shall be adopted while registering for the second and subsequent semesters of the degree programme.

- i) Submission of "No due certificate" from all the Departments and units of the College
- ii) Payment of prescribed fees
- iii) Submission of the prescribed Registration Cards duly filled in and signed by all concerned.
- iv) Students shall register the requisite courses in person. In absentia registration will not be permitted under any circumstances.

Late Registration:

- i) A continuing student failing to register on the scheduled date of registration may register within 3(three) working days from the scheduled date by paying late registration fee of Rs. 50/- per day and within 7(seven) working days with a late fee of Rs. 100/- per day and by paying Rs. 250/- per day upto 15(fifteen) working days subject to the production of valid reason to the satisfaction of the Dean of the concerned college. **The above late registration rates will be applicable from the day of registration in the semester.** Late Registration beyond 7 days after the schedule date of registration will be allowed under special circumstances only and late registration beyond 15 days will not be allowed in any circumstances.

This rule is not applicable to newly admitted students.

- ii) Normally, students will not be sponsored to participate in any state/national/international level or inter-university competitions in games and sports, cultural activities or other co-curricular activities during the period of examination and registration. However, in case of exigencies, the students shall be permitted to register within three days of reaching the college campus after participating in the co-curricular programme without fine.