योजना तथा वास्तुकला विद्यालय, विजयवाड़ा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, Ministry of Education Gov. of India

APPLICATION FORM FOR ADMISSIONS TO DOCTORAL PROGRAMMES
AT SPA VIJAYAWADA - ACADEMIC YEAR 2024-25

DETAILS OF THE DOCTORAL PROGRAMME APPLIED FOR (ONE APPLICATION IS ACCEPTED FOR EACH PROGRAMME. FORM TO BE FILLED IN BLOCK LETTERS)		
Applied for Doctoral Programme in *(Tick any one of the Doctoral Programme applied for. Applicant needs to submit separate application forms for each programme applied for)*	[ ] PhD – Architecture [ ] PhD – Planning [ ] PhD – Building Engineering and Management	Paste Recent Passport Sized Color Photo
Amount Paid (in Rs):		
SBI I-Collect Reference Number: *(Enclose Online Fee Payment Proof)*		
Date of Payment:		

Category of Research *(Tick any one of the category of research i.e., either 'Full Time' or 'Part time'. One cannot apply for both categories. Once a category is ticked, thereafter tick on any one sub-category. One cannot apply for multiple sub- categories. *Candidates opting for 'SPAV fellowship' sub-category, please read instructions of Admission Notification dated 08.04.2024)*	[ ] Full Time [ ] Part Time
	  [ ] SPAV Fellowship* [ ] In-house
	  [ ] Self-financed [ ] Off campus
	  [ ] Sponsored	

Applicant's Information:

1	Candidate's Name (as per SSC/Std X Mark sheet)				
2	Father's Name (as per SSC/Std X Mark sheet)				
3	Mother's Name (as per SSC)				
4	Date of Birth (Enclose proof of Date of Birth)		5	Gender	
6	Category (Gen/OBC-NCL/SC/ST/PwD/EWS)	*(Enclose copy of OBC-NCL / EWS Category Certificates issued on or after 01st April, 2023 in the Central Government Format. Please note that once admitted after selection process, at the time of physical verification at the campus in July/Aug '24, the admitted candidates have to produce latest OBC-NCL / EWS certificate issued on or after 1st April, 2024. For detailed instructions, see Admission Notification dated 08.04.2024)*			
7	E-mail address				
8	Mobile Number				
9	Religion		10	Nationality	
11	Aadhar Number (Enclose copy)				
12	Proposed PhD Supervisor's Name from SPA Vijayawada	*(Write the name of only 01 permanent faculty of SPA Vijayawada with PhD degree from the Department where you wish to enroll, who you would like to be supervised by. It is advised to discuss with that faculty, before proposing the name. Writing multiple names is not allowed.)*			

12	Address for Communication	Street/Flat/Block/Door	
		Town/City/District	
		State/Union Territory	
		Pin Code	
13	Permanent Address	Street/Flat/Block/Door	
		Town/City/District	
		State/Union Territory	
		Pin Code	

	Academic Qualifications: Write aggregate % of marks OR CGPA of qualifying degree. *(For list of degrees eligible for PhD admission, refer to Admission Notification dated 08.04.2024. Candidates pursuing final year of the PG Programme can also apply, as per instructions given in Admission Notification dated 08.04.2024. Enclose copies of mark sheets and degree certificates, as per instructions)*			
14	***Name of the Exam***	**% of Marks / CGPA**	**Year of Passing**	***Board / College and University ****
	SSC / X (Secondary)			
	XII (Higher Secondary)			
	Name of Bachelors Degree:………………………… …………………………………..			
	Name of Masters Degree(s):…………………… …………………………………. ………………………………….			****(For students with foreign degrees, enclose equivalence certificate by AIU, MoE, GoI)***
	Any Other			

15	Name of the Sponsoring Organisation and Address *(To be filled in case of sponsored candidate, fulfilling criteria, as per instructions given Admission Notification dated 08.04.2024)*	

16	Sponsoring Organisation is: Government / Semi Government / Private / Planning or Architectural Office (Tick whichever are applicable)

17	Employment Tenure with the Sponsoring Organisation : *(write in years+months+days, as on the last date of application) :* *(As per instructions given in Admission Notification dated 08.04.2024, enclose necessary NOC and a Letter indicating Grant of Leave, Status of Employment and Sponsoring. Must have been in employment with the sponsoring organization for at least two years for Sponsored Full-time Research Applicants)*

	GATE Information: (Only qualifying and valid GATE scores, if Any) *Please enclose supporting certificates, if this section is filled:*				
18	GATE Exam Paper Subject and Code	Category	Score	Qualifying Score	Year of Passing
	Subject and Subject Code: …………………………………………… …………………………………… GATE Hall Ticket No.: …………………				

	Extra-Curricular Achievements (If any) *Please enclose supporting certificates, if this section is filled:*			
19	Name of the Activity	National/State/District	Type of Activity	Prize won

	Work Experience (if any) *Please enclose supporting experience certificates, if this section is filled. Candidates applying with only UG degree needs to compulsorily document 03 years of experience in teaching / research / professional practice. Attach supporting experience certificates from the employers, with clear duration indicated.*			
	Total Experience *(write in years+months+days, as on the last date of application)* : (To be filled compulsorily for Candidates applying with only UG degree and Sponsored Full-time Research Applicants)			
20	Name of the Organization & Address	Nature of Responsibility	From Date	To Date

	Give the Reference of One Eminent Person (not related to you) who is familiar with your academic background and work.				
21	Name	Designation	Address	E-mail	Phone No.

22	Please write your "Research Concept Proposal" for applying to a specific Programme at SPA Vijayawada for which you are filling this application. Please write within this box (2 pages) with a maximum of 1200 words.

Other General Instructions

i. The candidate needs to read this application form together with the PhD Admission Notification dated 08.04.2024, available at SPAV website.

ii. Envelopes / packets containing duly filled application forms and supporting self-attested documents need to reach the following address on or before **May 08, 2024 05.00 PM**:

> *The Registrar*
> *School of Planning and Architecture, Vijayawada*
> *Survey No.4/4, ITI Road, Vijayawada – 520008,*
> *Andhra Pradesh. India. Ph: +91 866 2469449*

Envelopes to be super-scribed with the text "Application for Admission to (write the name of PhD programme applied for)" duly mentioning the candidate name with full postal address on the envelope as 'From Address'. Applications received after the deadline will not be considered irrespective of postal or any other delays. The short listed / eligible candidates shall be notified on the Institute website and must produce the original certificates & a set of self-attested photocopies, etc., at the time of Qualifying Examination & Interview for physical verification. An applicant can apply for any number of PhD programmes offered as given in A i, ii, iii. However, applicant needs to submit separate application forms in separate envelopes and supporting documents as separate sets for each PhD programme applied for. The application form is available on SPAV Website https://www.spav.ac.in under Admissions Section, which needs to be downloaded, duly filled, signed and sent as hard copies only with self-attested copies of required supporting documents.

iii. Application fee (non-refundable) for each PhD programme applied for is Rs.3,000/- for General/EWS/OBC-NCL categories and Rs. 2,000/- for SC/ST/PwD categories and can be paid through online mode only. If an applicant is applying to multiple programmes, he/she should pay separate for each application & enclose the proof of payment separately with each application. For FEE payment process through online, please visit www.spav.ac.in

iv. The candidates pursuing final semester PG Programme as per eligibility given in 'B', can also apply and must submit the CGPA/Percentage marks secured till the II Semester (for a 2 year PG Programme) and submit all mark sheets till the said semester. Such a student is required to submit an undertaking/certificate issued by their institute, certifying that the applicant is 'appearing in final examination of final semester'. Such candidates, if provisionally admitted, are required to submit final year mark sheets and provisional degree certificate, prior to the commencement of classes at SPA Vijayawada. Candidates who have already completed the eligible qualifying degree programmes are required to produce original degree certificate or provisional degree certificates, in case the original degrees are not yet issued.

v. The candidates who are employees of a Public Sector Undertaking, a Government Department, a Research & Development organization/lab, a recognized Planning / Architectural Office of repute, can apply under the Sponsored researcher category as per norms. Such a candidate must have been in employment with the sponsoring organization for at least <u>two</u> years at the time of admission and should submit (a) letter confirming sponsorship and study leave (or extraordinary leave) from the organization for duration of PhD studies at SPA Vijayawada, indicating period of employment completed till date, and (b) a No Objection Certificate.

vi. Candidates applying as 'Part Time scholars', need to submit NOC with declaration text as mentioned in the Admission Notification for Direct Admissions to SPAV for PhD programmes dated 08.04.2024, at SPAV website.

vii. Reservations for all the PhD categories seats, will be applicable for SC/ST/OBC-NCL/EWS/PwD as per rules of the Government of India. Since PhD admissions generally happen once/twice every year, the programmes run for multiple years, and there is a limit to the number of scholars that one faculty can guide, the number of seats to be filled in each admission cycle is flexible and shall be the final decision of the Institute.

viii. Full time applicants under sub-category of 'SPAV fellowship', may be eligible for financial assistance by SPAV in the form of monthly fellowship (equivalent to JRF of GoI at the approved rates and guidelines as notified by MoE from time to time adopted by SPAV). The number of full-time research scholars with SPAV fellowship will be a maximum of 12. However, number of candidates who shall get scholarship can be limited and not guaranteed for all, as per decision of the School. All applicants applying under this category are to make necessary financial preparations for themselves as self-financed, till SPAV fellowship decisions are finalised.

ix. Application forms (6 pages) which are incomplete, not signed, or does not have enclosed the required self-attested copies of documents as indicated in the admission notification or the application form, is liable to be summarily rejected.

x. The institute reserves the right to reject/cancel any application without assigning any reasons.

DECLARATION
FOR DIRECT ADMISSIONS TO DOCTORAL (PART TIME & FULL TIME) PROGRAMMES AT SPA VIJAYAWADA - AY 2024-25

I declare that, to the best of my knowledge, the information furnished by me as above, and the enclosures attached by me as part of this application, are correct. I declare that I have read all instructions in the Admission Notification for Direct Admissions to SPAV for PhD programmes dated 08.04.2024 and the application form. If selected for admission, I agree to abide by the rules and regulations of the School. I fulfill the eligibility requirements and if at any time the information provided by me is found to be incorrect, I agree that my admission may be cancelled.

Signature of the Candidate

Place : …………………………… **Date** : ………/………./………

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CHECK LIST FOR DOCTORAL PROGRAMME – APPLICATION

(To be enclosed with the application)

Candidate Name: _____

Applied for PhD Programme: _____

(For List of Programmes offered, refer the Admission Notification for PhD programmes dated 08.04.2024)

Applied for Category of Research: _____

(For Category of Research refer the Admission Notification for PhD programmes dated 08.04.2024)

S. No.	Document(s)	Submitted / Not Submitted
1	Duly filled application with 01 additional passport sized photograph	
2	Application Online Fee Payment Receipt	
3	Date of Birth Certificate	
4	Category Certificate (OBC-NCL/SC/ST/EWS/PWD) *(OBC-NCL / EWS Category Certificates should be issued on or after 01st April, 2023 in the Central Government Format. Please note that once admitted after selection process, at the time of physical verification at the campus in July/Aug '24, the admitted candidates have to produce latest OBC-NCL / EWS certificate issued on or after 1st April, 2024)*	
5	Std. X Marks Sheet /SSC	
6	Std. XII / Diploma Marks Sheet	
7	Bachelors Degree Marks Sheets (All Sems) / Consolidated Marks Sheets	
8	Masters Degree Marks Sheets (All Sems) / Consolidated MarksSheets *(Candidates pursuing final year of PG Programme can also apply, as per instructions in Admission Notification for PhD programmes dated 08.04.2024)*	
9	UG and PG Degree Certificate *(Candidates pursuing final year of PG Programme can also apply, as per instructions in Admission Notification for PhD programmes dated 08.04.2024)*	
10	PG Course Completion & Undertaking Certificate *(For candidates pursuing final year of PG Programme as per instructions in Admission Notification for PhD programmes dated 08.04.2024)*	
11	PG Provisional Degree Certificate *(Candidates who have completed the eligible programmes prior to 2024 and the original degree certificates are not yet issued)*	
12	GATE Score Card (if any)	
13	Work Experience Certificates (if any) - Compulsory requirement for applicants with only UG degree	
14	Identity Proof (Aadhar Card / PAN Card / Driving license / Passport / Voter Card)	
15	No Objection Certificate from Employer *(Compulsory requirement for 'sponsored full time candidates' and 'part time candidates')*	
16	Letter confirming sponsorship and leave from employer *(Compulsory requirement for 'sponsored full time candidates')*	
17	AIU Certificate for foreign degree holders	
18	Any Other Document of Significance	

Signature of the Applicant

Date: