

**Savitribai Phule Pune University**  
(Formerly University of Pune)



**Circular**

**M.Phil./Ph.D. Admission Process 2019-20**

**Personal Interview for II<sup>nd</sup> Round**

In continuation with the Notification No. PGS/1589 and PGS/1590 dated 24/05/2019, the University through this notification hereby issues following directions for the information and compliance by all University Departments/Research Centres for Personal interview for II<sup>nd</sup> round from eligible candidates who were interviewed but not selected / absent in earlier interview process in I<sup>st</sup> round 2019.

All the University Departments/Research Centres should complete the interview process as per provision of circular No. 14/2017 dated 09/01/2017 on or before **15<sup>th</sup> December, 2020** and display the date of interview on their website.

- A. The List of candidates eligible for personal Interview will be forwarded through mail on PUNCODE Web Mail of research centre.
- B. All the Research Centres shall fill the vacant position only as per vacant seats declared by the University on the University website. However, the Head of the research centre shall follow the State reservation policy while selecting the candidates. In case student is not available suitable candidate can be filled up using the rule of interchangeability of category.
- C. During the interview organized by the University Departments/Research Centres, the candidates are required to discuss their research interest/area before a duly constituted Selection Committee.

The following aspects shall be considered during the interview, namely:-

1. Whether the candidate possesses the competence for the proposed research;
2. Whether the research work can be suitably undertaken at the Institution/College;

- D. The University departments/research centres at affiliated colleges and recognized institutions/recognized research institutions shall appoint a committee for Personal Interview which is already approved by the University for I<sup>st</sup> Round.

If any changes are made in the previous approved committee it is necessary to obtain the approval of the Hon. Vice-Chancellor for the committee as mentioned in Circular No. 14/2017 dated 09/01/2017 immediately by e-mail on [phd.mphiladmis@pun.unipune.ac.in](mailto:phd.mphiladmis@pun.unipune.ac.in).

**General Instructions:**

A)


- The Head of the research centre will follow the guidelines/norms given in the University Circular No-14/2017 Ref. No. PGS/144, dated 09<sup>th</sup> January 2017 about fair and smooth functioning of interview process.
- All the University Departments/Research Centres shall send email/SMS to eligible candidates for personal interview.

- All the University Departments/Research Centres shall verify the documents of eligible candidates at the time of personal interview.

The Head of the research centre has to finalize the list of selected candidates and the allotment of guides to these candidates on the same day/days and forward the same along with panel report to P. G. Admission Section within 48 hours for approval. The Head of the concerned centre has to allot research guides to the selected candidates as per their area of interest or specialization. However, at the time of allotment of research guide, the concerned Head of the research centre has to consider the proper academic tuning/area of interest/specialization of the research guide and the research interest of the student.

- After all, it is the sole responsibility of the Head of the research centre to finalize the list of selected candidates in fair manner and in consultation with the expert committee.
- B)** Once the approval to selected candidates and allotment of research guide is obtained, the Head of the concern centre has to give a time-bound programme/guidelines to all the candidates and research guides to expedite the process of making pre-registration presentation within the given deadline as per provision of the University circular No. 14/2017 dated 09/01/2017. This process is important for approving the research proposals by the RRC in a time bound manner.

In case of difficulties/interpretation of the rules, please contact the undersigned for clarification.

  
Uttam R. Chavan  
Deputy Registrar  
PG Admission, SPPU

Ref. No.: PGS/ 2045  
Date: 06/11/2020

To,  
The Head  
University Departments  
Savitribai Phule Pune University

The Principals / Directors  
All Research Centres of All Faculties,  
Affiliated to Savitribai Phule Pune University, Pune.

All Concerned are hereby requested to note and complete the process within a stipulated time strictly.