

مولانا آزاد نیشنل اردو یونیورسٹی سٹی یونیورسٹی
मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी

Maulana Azad National Urdu University

(A CENTRAL UNIVERSITY BY AN ACT OF PARLIAMENT)



Prospectus

Winter Session - January, 2022

Ph.D. Part Time Programmes

in

Sponsored / Self-financing Mode



Access to Quality Education through Urdu Medium

7
Schools
of
Studies

19
Departments



NAAC "A"
Grade

71
Programmes
up to Ph.D.
Level

11
States
Presence

Gachibowli, Hyderabad – 500 032

Prospectus - Ph.D. Part Time Program in Sponsored / Self-Financing Mode

MAULANA AZAD NATIONAL URDU UNIVERSITY
(A Central University, Accredited 'A' Grade by NAAC)

Visitor

Shri Ram Nath Kovind
Hon'ble President of India

Chancellor

Shri Mumtaz Ali

Vice-Chancellor

Prof. Syed Ainul Hasan

Pro Vice-Chancellor

Prof. S M Rahmatullah

Deans of Schools

- *Prof. Abdul Wahid*
School of Technology
- *Prof. Aziz Bano*
School of Languages, Linguistics & Indology
- *Prof. Saneem Fatima*
School of Commerce & Business Management



- *Prof. Siddiqui Mohd. Mahmood*
School of Education & Training
- *Prof. Ehtesham Ahmad Khan*
School of Mass Communication & Journalism
- *Prof. Salman A. Khan*
School of Sciences
- *Prof. Farida Siddiqui*
School of Arts & Social Sciences

Registrar

Prof. Sk. Ishtiaque Ahmed

Finance Officer I/c

Dr. P. Munawar Hussain

Controller of Examinations

Dr. Md. Zair Hussain

Director, Directorate of Admissions

Prof. Vanaja .M

Maulana Azad National Urdu University

Gachibowli, Hyderabad – 500 032, Telangana

Room No. 20, Ground floor, Administrative Building

Tel: 040-23006605; **EPABX:** 040 – 23006612/13/14/15 – Ext-1801;

e-mail: admissionsregular@manuu.edu.in; **website:** www.manuu.edu.in



Prospectus cum Admission Committee

1.	Prof. Syed Ainul Hasan, Vice-Chancellor - Chairperson
2.	Prof. S.M. Rahmatullah, Pro Vice-Chancellor
3.	Prof. Sk. Ishtiaque Ahmed, Registrar
4.	Dr. P. Munawar Hussain, I/c Finance Officer
5.	Dr. Md. Zair Hussain, Controller of Examinations
6.	Prof. Saneem Fatima, Dean, Academics and Dean SCBM
7.	Prof. Abdul Wahid, Dean, School of Technology and Director I/c CIT
8.	Prof. Salman A. Khan, Dean, School of Sciences
9.	Dr. Faheemuddin Ahmed, Assistant Professor, Dept. of Translation
10.	Dr. Jarrar Ahamad, Assistant Professor, Dept. of Education & Training
11.	Prof. Pradeep Kumar, Deputy Director, Directorate of Admissions
12.	Dr. Saheed Meo, Assistant Director, Directorate of Admissions
13.	Dr. Rafi Mohmad, Assistant Director, Directorate of Admissions
14.	Mr. Chavala Mutyala Rao, Assistant Director, Directorate of Admissions
15.	Prof. Vanaja M, Director, Directorate of Admissions - Member Convener

Admissions Help Desk (Call between 09:00am to 05.30pm only).

For School of Technology

: 9866802414

For School of Commerce and Business Management

: 9849847434

For School of Sciences

: 6302738370



Time line for Ph.D. Part Time Programme in Sponsored/ Self-financing Mode

Date of Issue of Notification	28 January 2022
Last date for Submission of filled-in Application Forms	28 February 2022
Issue of Admit Cards	07 March 2022
Research Admission Test	11 March 2022
Release of Preliminary Key	11 March 2022
Claims/ Challenge / Objections in Key	12-13 March 2022
Release of Final Key	14 March 2022
Research Admission Test results	18 March 2022
Online Certificate Verification of Qualified candidates	21 March 2022
List of Provisionally Selected Candidates for Interview	24 March 2022
Interviews	26 March 2022
Admissions and Online fee Payment	30 March 2022
Commencement of Course work	01 April 2022

Instructions to Candidates:

- i. Candidates are advised to be present in the examination hall 30 minutes before the commencement of Research Admission Test (RAT), to be conducted at MANUU Campus, Gachibowli, Hyderabad Only .
- ii. Only those candidates, who possess a valid Admit Card and a valid ID card (Employee ID / Aadhaar card / Driving License etc.) shall be permitted to take the Entrance Test.
- iii. No candidate will be allowed to enter the examination center after commencement of the RAT.
- iv. The University shall not provide accommodation or travel allowance to the candidates appearing in any examination/entrance test/ interview.
- v. Online Certificate Verification for Ph.D. Programme will be done on notified dates.
 1. **Proof of Urdu: Urdu as a subject/language or as medium in 10th /12th / Graduation level or equivalent Madrasa courses with Urdu as medium of instruction approved by MANUU.**
 - or
 - Candidates without proof of Urdu can seek exemption from Urdu Qualification but will have to complete a 2 credit Urdu Course offered by the Department of Urdu, MANUU before submission of thesis.**
 2. **Mark Sheet of 10th/SSC/equivalent Board Examination***
 3. Mark Sheet of qualifying examination in Concerned Subject/ Allied Subject/ Area of Specialisation (whichever is applicable).
 4. Migration certificate (from the Institution last studied).
 5. Valid Category certificates SC/ST/OBC/EWS (format prescribed by Government of India) if applicable.
 6. Valid Special category certificate (Kashmiri migrant/PWD/Children of Armed Personnel/Sports).
 7. **Experience/Service Certificate***
 8. **NOC from the present employer***
 9. **Sponsor Certificate from employer*(at the time of admission)**
- vi. The candidates have to attend interview and certificate verification online.



- vii. On Display of Selected Candidates List for Ph.D. on MANUU website, the selected candidates can pay their fees online on the notified dates and obtain an online Confirmation of Provisional admission.
- viii. The candidates have to report to the respective Head of the Department on the date of commencement of Course work.

Fee Payment through Online Mode only	Application cum Registration Fee
	Rs. 1500.00

Procedure for Registration and Application Fee Payment

- Candidate completes the registration process on MANUU Regular admission portal by using the below link <https://manucoe.in/PTAdmission/>

1) Registration Form



Registration Form For Regular Programs Admission 2021-22

Applicant Name/Mother Name as per 10th Certificate

First Name: پہلا نام <input type="text" value="First Name"/>	Mobile No.: موبائل نمبر <input type="text" value="Student Contact Number"/>
Middle Name: درمیان نام <input type="text" value="Middle Name"/>	Gender: جنس <input type="text" value="--Select Gender--"/>
Last Name: آخری نام <input type="text" value="Last Name"/>	Date of Birth: تاریخ پیدائش Year: <input type="text" value="Year"/> Month: <input type="text" value="Month"/> Day: <input type="text" value="Day"/>
Mother's Name: والدہ کا نام <input type="text" value="Mother's Name"/>	Security Question: سیکورٹی سوال <input type="text" value="--Select Security Question--"/>
Email: ای میل <input type="text" value="Email Id"/>	Security Answer: سیکورٹی جواب <input type="text" value="Enter Security Answer"/>

Enter the 5 digits number shown in red Box. : 23161

2) Login



Login

<input type="text" value="Registration Number."/>
<input type="password" value="Password"/>
<input type="button" value="Login"/>
<input type="button" value="New Register"/>
<input type="button" value="Forgot Password"/>

- Candidate's registration process consists of entry of basic profile of the candidate-
1. Personal Details

Personal Details
Address Details
Guardian Details
Upload Photo & Sign

Registration No. رجسٹریشن نمبر *	<input type="text" value="202106220"/>
First Name پہلا نام *	<input type="text" value="Ibrahim Abdullah"/>
Middle Name درمیان نام *	<input type="text" value="Enter Middle Name"/>
Last Name آخری نام *	<input type="text" value="Enter Last Name"/>
Email ID ای میل *	<input type="text" value="n.rahmanullah@manuu.edu.in"/>
Mobile No موبائل نمبر *	<input type="text" value="8919935812"/>
Date of Birth تاریخ پیدائش *	<input type="text" value="1999-04-12"/>
Gender جنس *	<input type="text" value="Male"/>
Father's Name والد کا نام *	<input type="text" value="Nasir Ahmad"/>
Mother's Name والدہ کا نام *	<input type="text" value="Munirah Beebi"/>
Nationality قومیت *	<input type="text" value="INDIAN"/>
Category زمرہ *	<input type="text" value="OBC:OBC- NCL (CENTRAL LIST)"/>
<small>Note: For OBC - Caste Name as per Central List of OBCs (Ref: http://ncbc.nic.in)</small>	
<input type="text" value="Ansari"/>	<input type="text" value="Bihar"/>
Are You PwD? کیا آپ معذور ہیں: *	<input checked="" type="radio"/> No <input type="radio"/> Yes
Religion مذہب *	<input type="text" value="Islam"/>
Blood Group خوں گروپ *	<input type="text" value="O+"/>
Region علاقہ *	<input type="text" value="Rural"/>
Aadhar Id No. آچار شناختی نمبر *	<input type="text" value="111111111111"/>
Have You Studied in MANUU? *	<input type="text" value="Yes"/>
<input checked="" type="radio"/> iUMS Enrollment before 2017-18	
<input type="radio"/> iUMS Enrollment after 2017-18	<input type="text" value="113"/>
Marital Status ازدواجی حیثیت *	<input checked="" type="radio"/> Married <input type="radio"/> Unmarried
Mother Tongue مادری زبان *	<input type="text" value="Urdu"/>
Identification Mark شناختی نشان *	<input type="text" value="A cut mark on right leg"/>
Alternate Mobile No. متبادل موبائل نمبر *	<input type="text" value="8919935812"/>

Maulana Azad National Urdu University © 2022-23

2. Address Details

Personal Details

Address Details

Guardian Details

Upload Photo & Sign

Permanent/Home Town Address

H.No/Street گھر کا نمبر / گلی	<input type="text" value="9-17/1"/>
Village/PostOffice گاؤں / ڈاک خانہ	<input type="text" value="Muzaffargarh, Tilibat"/>
Country ملک	<input type="text" value="India"/>
State/Province ریاست	<input type="text" value="Tamil Nadu"/>
City/District شہر / ضلع	<input type="text" value="Hosur"/>
Pincode پین کوڈ	<input type="text" value="501001"/>
State of Domicile ریاستی ریاست	<input type="text" value="Tamil Nadu"/>

Correspondence Address

Same as permanent address.

H.No/Street گھر کا نمبر / گلی	<input type="text" value="9-17/1"/>
Village/PostOffice گاؤں / ڈاک خانہ	<input type="text" value="Muzaffargarh, Tilibat"/>
Country ملک	<input type="text" value="India"/>
State/Province ریاست	<input type="text" value="Tamil Nadu"/>
City/District شہر / ضلع	<input type="text" value="Hosur"/>
Pincode پین کوڈ	<input type="text" value="501001"/>

Maulana Azad National Urdu University © 2022-23



3. Uploading Photo and Signature



Online Application Form - 2021-22 : Upload Photo & Sign Logout

Candidate Name Candidate Last Name

Dashboard

Online Admission Form

Personal Details

Address Details

Guardian Details

Upload Photo & Sign

Apply For The Program

Change Password

Need Help

Logout

Select Photo

3.5cm*4.5cm

Select Signature

3.5cm*1.5cm

New Instruction Video : Editing of photo and signature.

My name as per 10th Marksheets/Equivalent Certificate : CandidateName Candidate Last Name

My Date of Birth as per 10th Marksheets/Equivalent Certificate :13-Apr-1991

My Gender :Male

My Mobile number For Future Communication :9226227376

My Email For Future Communication :abdulkhaleq.mamun@gmail.com

My Father's name as per 10th Marksheets/Equivalent Certificate :

My Mother's name as per 10th Marksheets/Equivalent Certificate :CandidateMotherName

My Category is : "with caste" and the Category State is "

Declaration

I hereby declare that:

- All entries in the application form are correct to the best of my knowledge and belief.
- I have carefully read the eligibility criteria and found myself eligible for the program.
- I'll abide by the rules and regulations of the University and will not indulge in any act of indiscipline including ragging.
- If any false information is found at any stage, Maulana Azad National Urdu University has the right to cancel my candidature/admission at any time.
- I have read the prospectus thoroughly including all the instruction/information and I will abide by them.

میں یہ اقرار کرتا ہوں کہ
 1. داخلہ فارم میں تمام اندراجات میرے علم اور یقین میں درست ہیں۔
 2. میں نے داخلہ ایپلیکیشن فرم کو احتیاط سے پڑھ لیا ہے اور اپنے آپ کو پروگرام کے لیے اہل سمجھتا ہوں۔
 3. میں یونیورسٹی کے قواعد و ضوابط کی پابندی کروں گا اور ریگنگ سمیت کسی بھی قسم کی سب سے خفا انگلی میں ملوث نہیں ہوں گا۔
 4. اگر کسی بھی مرحلے میں کوئی جھوٹی معلومات ملتی ہے تو مولانا آزاد نیشنل اردو یونیورسٹی کو کسی بھی وقت میری امیدواری / داخلہ منسوخ کرنے کا حق حاصل رہے گا۔
 5. میں نے پراہمکتبہ کو مکمل طور پر پڑھ لیا ہے بشمول تمام ہدایات و معلومات اور میں ان کی پابندی کروں گا۔

Preview Save for later Submit for your Registration

Maulana Azad National Urdu University © 2022-23

➤ After successful registration, candidate logs in the admission portal and choose the appropriate program of his/her choice.

Add Program

Part Time PhD (Sponsored/Self Financed) School :*

Ph.D. in School of Technology

Specialisation*

Artificial Intelligence



- Candidate provides mandatory details and documents with respect to course selected by him/her and provide employment related details relevant with respect to experience based on which the candidate is eligible for particular program.

Add Program

Part Time PhD (Sponsored/Self Financed) School: *

Specialisation *

Eligibility Criteria*
Tick the checkbox in the following clause to comply with the Urdu knowing requirement:
اور ودائی کی شرط کو پورا کرنے کے لئے مندرجہ ذیل شرط کے چیک باکس کو نشان زد کریں

I hereby certify that I studied Urdu as a Subject/Language or as a Medium in 10th/12th/Graduation level or equivalent Madrasa courses with Urdu as medium of Instruction as approved by MANUU and I have uploaded a valid proof in its respect.
View Uploaded Urdu Certificate

OR

Exemption from Urdu Qualification

Choose appropriate MINIMUM eligibility clause from the following:
مندرجہ ذیل میں سے مناسب ایلیٹیٹی شرط کو منتخب کریں:

55% marks in aggregate in Post Graduate degree in Concerned Subject or Allied subject or Area of Specialization

Choose appropriate Entrance Test Exemption Category, if applicable, from the following:
مندرجہ ذیل میں سے داخلہ امتحان کی بھٹ سے متعلق مناسب زمرہ کو منتخب کریں، اگر قابل اطلاق ہو تو

Qualified UGC-CSIR JRF
 Candidates sponsored under an MoU between MANUU and an Institution/Industry/corporate entity/Govt. or Non-Government organization/agency
 Scientist (or Equivalent post) working in Research Laboratories either owned or managed by the Central/State Government or an Autonomous Research Institution of National Status with three years' experience and evidence of research
 Qualified UGC-CSIR NET/SET/SLET/GATE/GPAT Exam
 Rajiv Gandhi Fellowship awardees; Teacher-fellowship holders; INSPIRE/ or candidates who are awarded Fellowships directly or by other funding agencies ICAR/ ICHER/ ICMR/ DBT/ DST)
 M.Phil. candidates who have admitted through entrance test and complete

If you have qualified SLET/M.Phil./NET or JRF and still wish to appear for Ph.D. Entrance Test check the following checkbox:
اگر آپ سلیٹ / ایم فل / نیٹ یا ایف آئی اے کا امتحان پاس ہوئے اور پھر بھی اپنی داخلہ امتحان میں شرکت کرنا چاہتے ہیں تو مندرجہ ذیل چیک باکس کو منتخب کریں

I have qualified SLET/M.Phil./NET or JRF and still wish to appear for Ph.D. Entrance Test.
(Note : Even If you don't wish to appear to entrance test, you need to select Hyderabad as viva centre)

Qualifying Exam *

Qualification Level

Post Graduate Degree Name

University

Roll Number/Enrollment

Subjects/Courses

Result

Passing Year

Percentage (Numbers Only, Don't Add '%' Character in the End!)

CGPA If Any

Employer Details*

Employment Type

Name Of Employer

Address-1

Address-2

City

State

Country

Contact Person Name

Contact Person Designation

Contact Person Mobile

Contact Person Email

Proof of Employment (Experience Certificate) For 3 Years

NOC (No Objection Certificate) from Employer

I hereby declare that I am a permanent/regular full time employee and possess a minimum working experience of 3 years.
 I hereby declare that I will take leave for a minimum of one year; initially six months leave for attending the classes of the PhD course work/defining the problem and six months leave prior to submission of PhD thesis during the tenure of the PhD Program.
 I seek leave exemption as I reside/work within 50 kilometers of radius of MANUU Hyderabad campus.

Test Center *

Add Program

- After correct program is selected, “**Pay Fee**” option is enabled in the portal with respect to each course registered by the student as shown in the screenshot below.

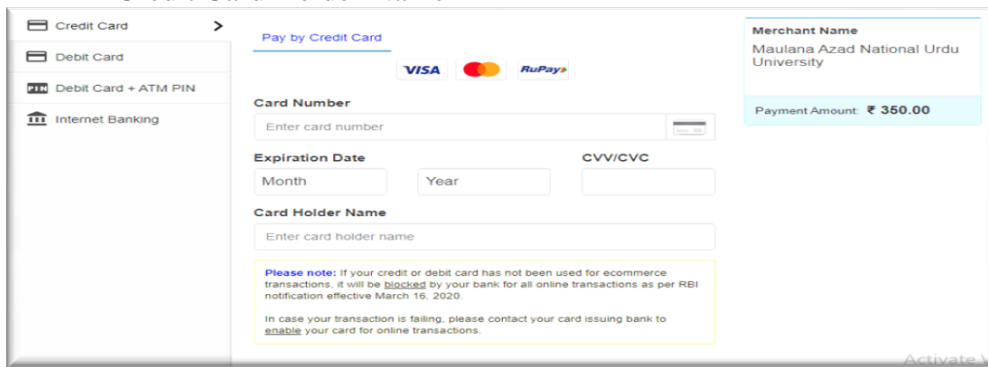
Status of Online Application form (s)				
Application No.	Program	Amount	Payment Status	Action
M000000047	Ad Arabic	-----	Pending	View: Pay Fee Delete
M000000062	F. D. (C. e)	-----	Pending	View: Pay Fee Delete

- When student clicks on **Pay Fee** Option the portal lands at the payment gateway page, the **BillDesk** web site to complete the payment.
- **Bill Desk** web page the name of the university as **Maulana Azad National Urdu University** and applicable fee payment **amount is** mentioned by the system. Payment amount cannot be changed by the candidate.
- Form fee is accepted through online mode only.
- Payment gateway offers four (4) options for payment as listed below
 - Credit Card
 - Debit Card +ATM PIN
 - Debit Card
 - Internet Banking

Credit Card:

In this payment option candidate need to enter below details and do the payment

1. Credit Card Number : 16 digit card number listed on the card
2. Expiration Date and Year : MM (Month) ,YYYY (Year)
3. CVV/CVC number : 3 digit Card Verification Value which is placed back side of the card
4. Credit Card Holder Name



After entering above details, “**Pay**” button is enabled. Candidate is asked to enter 4 digit OTP which he/she receives on their mobile and complete the payment.

Debit Card + ATM PIN:

In this payment option student need to select the appropriate bank listed in the **BillDesk** payment page and provide below details

1. Card Number : 16 digit card number listed on card
2. Expiry Date and Year: MM (Month) ,YYYY(Year)
3. ATM PIN : 4 digits ATM Pin
4. Debit Card Holder Name.



5. After providing above details student will complete the payment by clicking on **Pay** action as shown below screens.

Debit Card:

In this payment option candidate needs to enter the details given below-

Debit Card Number : 16 digit card number listed on card

1. Expiration Date and Year : MM (Month) ,YYYY (Year)
2. CVV/CVC number : 3 digit Card Verification Value which is placed on back side of the card
3. Debit Card Holder Name After providing the above details candidate needs to enter 4 digit PIN or OTP on registered mobile and complete the payment


Internet Banking:

In this option Payment candidate selects the appropriate bank listed in the **BillDesk** web site and click on **Make Payment**. Page will redirect to internet banking page of the selected bank. Student need to enter **User Id** and **Password** of his internet banking, following by a transaction password. Payment is completed by entering the OTP.



After successful payment, candidate is required to upload all the necessary document to complete the application process.

Online Application Form - 2022-23 : Upload Documents!



Md Rahamatullah

- [Dashboard](#)
- [Online Admission Form](#)
- [Document Upload New](#)
- [Personal Details ✔](#)
- [Address Details ✔](#)

Upload Document For Admission As per Eligibility Criteria - 2022-23			
Sr.	Application No.	Course Name	Action
1	M210016692	Nanotechnology	Upload Documents

Upload Documents for Nanotechnology

10th Class Certificate (This is required information)

Choose file [Browse](#)

[Upload](#)

12th Class Certificate

Choose file [Browse](#)

[Upload](#)

Graduation Certificate

Choose file [Browse](#)

[Upload](#)

Post Graduation Certificate

Choose file [Browse](#)

[Upload](#)

Proof of Qualified UGC-CSIR JRF (This is required information)

Choose file [Browse](#)

[Upload](#)

Research proposal in English (in pdf) (This is required information)

Choose file [Browse](#)

[Upload](#)

[Upload](#)

Research proposal in Urdu/Urdu/Urdu/Arabic (in pdf) (This is required information)

Choose file [Browse](#)

[Upload](#)

PowerPoint presentation with 6 to 8 slides (in pdf)

Choose file [Browse](#)

[Upload](#)

OSB Certificate (This is required information)

Choose file [Browse](#)

[Upload](#)

Transfer Certificate

Choose file [Browse](#)

[Upload](#)

Migration Certificate

Choose file [Browse](#)

[Upload](#)

Bonafide Character Certificate (from the institution last studied)

Choose file [Browse](#)

[Upload](#)

Show successfully submitted documents and exit

After successful upload of all the required documents the application process shall complete.



Contents

1. University Profile	1
1.1 Vision	1
1.2 Mission	1
1.3 Mandate & Objectives.....	1
1.4 Academic.....	2
1.5 Governance	3
1.6 Uniqueness	3
1.7 Accomplishments	4
2.0 Ph.D. Part Time Programmes in Sponsored/ Self-financing Mode in Specialised field in School of Commerce & Business Management	4
3.0 Ph.D. Part Time Programmes in Sponsored/ Self-financing Mode in Specialised field in School of Sciences	5
4.0 Ph.D. Part Time Programmes in Sponsored/ Self-financing Mode in Specialised field in School of Technology (CS&IT).....	6
5.0 Admission guidelines for Ph.D. Part Time Programmes in Sponsored/ Self-financing Mode.....	7
5.1. General Instructions for Admissions.....	7
5.2. Admissions to Ph.D. Part-Time Program in Sponsored / Self-financing Mode ..	8
5.3.Reservation in Ph.D. Part-time Programmes in Sponsored/ Self-financing Mode category admissions	11
5.4. Fee Payment and Refund Policy	12
5.5. Other Important Instructions for Admission.....	12
6.0 Submission of Admission Form	13
7.0 Fee structure for Ph.D. Part-Time Programs in Sponsored/ Self-financing Mode	14
8.0 Important Addresses and Telephone Numbers.....	14
9.0 Submission of NOC/OBC/ EWS Certificates	15



1. University Profile

Maulana Azad National Urdu University (MANUU) is a Central University, established by an Act of Parliament in 1998 with all India jurisdiction. The headquarters and main campus of MANUU is in Gachibowli, Hyderabad. It is spread over 200 acres. MANUU is recognized as a major higher education service provider across the remote areas of the country in Urdu Medium through its regular and distance mode programs. MANUU commenced with distance education programs in 1998 and consolidated its regular academic and research programs in 2004.

The University is named after Maulana Abul Kalam Azad, a scholar par excellence, a prolific writer, an inimitable orator, a gallant freedom fighter, a visionary of the post independent Indian education system and an architect of technical and scientific education in Independent India.

Presently, MANUU is in the process of consolidating the existing institutions, while expanding it to reach the unreached through various intervention measures. Further, to meet the rising aspirations of its youth in general and Urdu speaking community in specific, the University is making considerable progress in all fronts of academics, research and governance with specific vision, mission and objectives.

1.1 Vision

To provide access to quality education through Urdu as medium of instruction, while adhering to the inclusive policy.

1.2 Mission

To empower socially, economically, educationally and culturally marginalized sections of the society so that they are brought into the mainstream, and thereby contribute to the socioeconomic development of the nation through formal and non-formal modes of educational delivery.

1.3 Mandate & Objectives

The objectives of the University as per Section 4 of MANUU Act, 1996(No.2 of 1997) are:

- *to promote and develop the Urdu language;*
- *to impart education and training in vocational and technical subjects through the medium of Urdu;*
- *to provide wider access to people desirous of pursuing programs of higher education and training in Urdu medium through teaching on the campus as well as through distance mode and*
- *to provide focus on Women Education.*

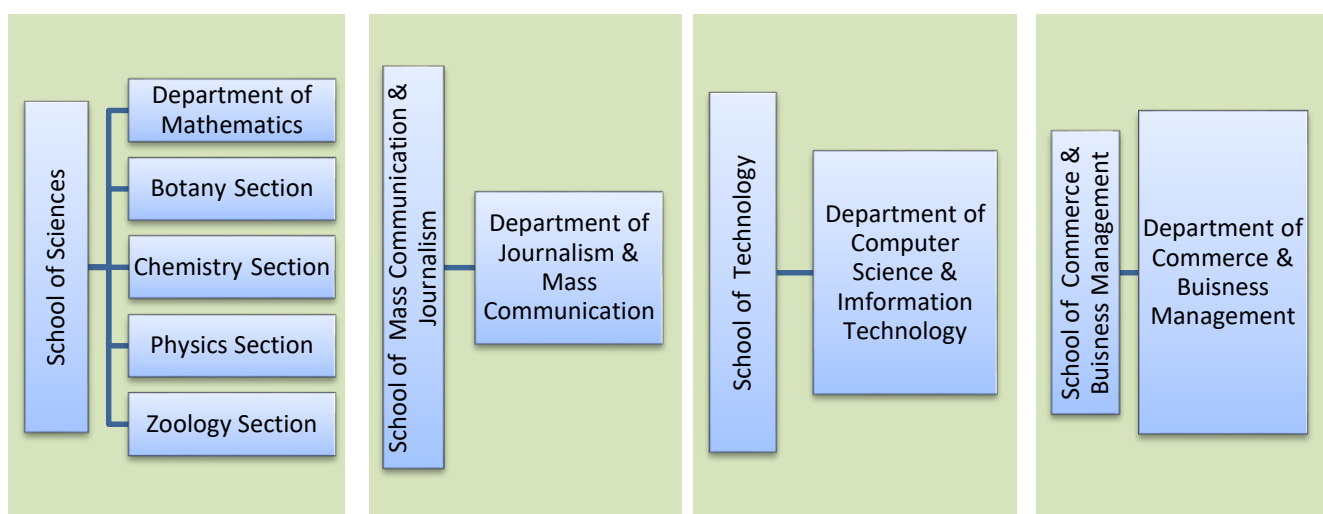
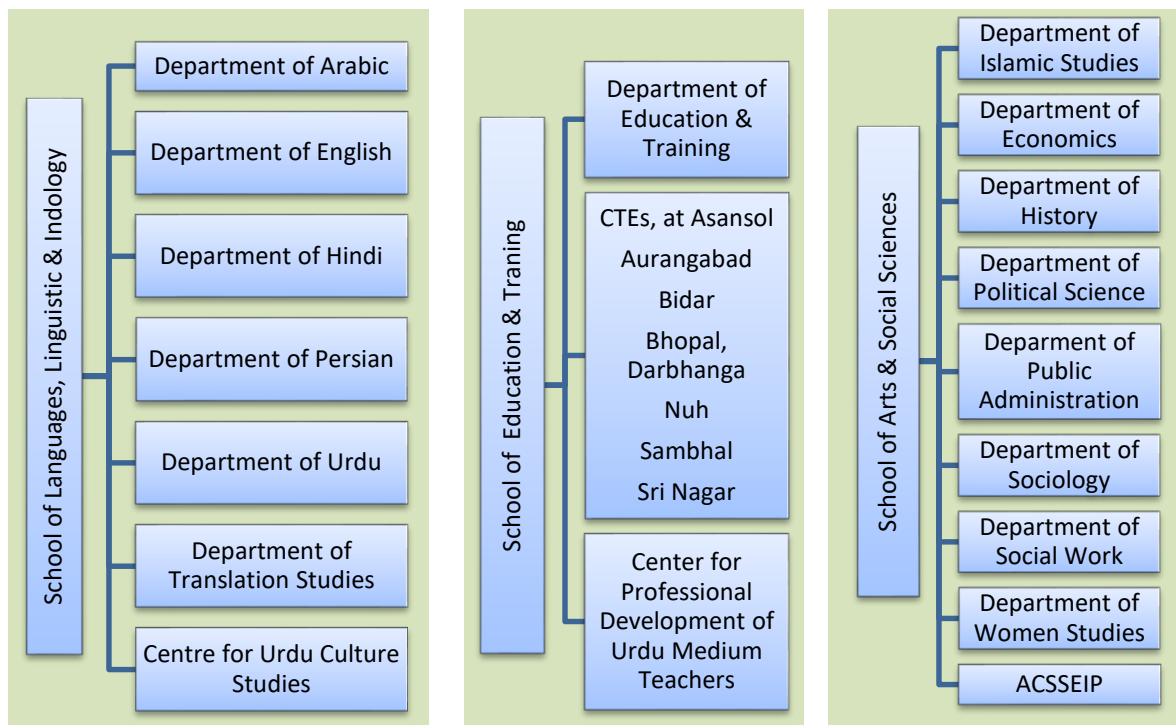
In order to achieve the objectives the University endeavors to:

- provide good learning experience to the students through Urdu language with due emphasis on interactive and innovative teaching-learning as well as engagement in social outreach
- adhere to global best practices and benchmark in respect of academic and research outcomes and also outreach initiatives
- increase the student capacity to meet the growing demands of competent manpower in national and international markets



- augment the internal revenue/receipts through continuing education, sponsored research and consultancy
- improve the quality of life of impoverished millions by producing competent manpower who can contribute for the growth of National economy
- utilize the resources effectively and optimally and also to transform the University into a Smart, Digital and Clean campus with specific action driven initiatives

1.4 Academic



The Departments are currently offering 71 programs (24 Ph.D.; 21 PG; 10 UG, 07 Diploma and 9 PG Diploma programs and Certificate courses). The University also offers technical Diploma programs through Polytechnics (06 Diplomas) and Vocational programs through

Industrial Training Institutes (08 Trades). The University is evolving to deliver Innovative and Relevant Quality Education with flexible academic framework through Choice Based Credit System and upgrade the curriculum based-on market needs periodically.

1.5 Governance

Effective Governance System is in place for transparency and accountability with established structures. Further the University is switching over to e-Governance functioning for streamlining of internal processes.

University is also part of Mission Mode Directives of Ministry of Education (MoE) such as *Swacch Bharat Abhiyan*; *Swacch Bharat - Swasth Bharat*; *Swachhata Pakhwada*; *Unnat Bharat Abhiyan*; *Ek Bharat - Shreshtha Bharat*; *Beti Bachao - Beti Padao*; *Vittiya Shaksharat Abhiyan* and *PM Kaushal Vikas Yojana*; in addition to **Digital India** project **NKN - NME-ICT**, which includes *Campus Connect*, *UGC-INFLIBNRAT*, *NDL Cluster*, *SWAYAM*, *SWAYAM PRABHA*, *NAD*, *Bharatvani* etc.

1.6 Uniqueness

Academically MANUU stands among the best Universities in the country offering educational programs in General, Professional, Technical and Vocational streams. It has received 'A Grade' accreditation by NAAC- in 2009 and re-accredited with 'A Grade' in 2016. The academic thrust of MANUU lies in its unique service of providing education from

elementary to doctoral levels in the Urdu language. MANUU has carved a niche as one of the preferred destinations of higher education for academically marginalized section of the society.

There are 18 satellite and off-campus of MANUU in 11 States across India. About 6,300 students are pursuing various programs in regular mode. The Directorate of Distance Education (DDE) offers various academic programs in distance mode through a network of 9 Regional and 5 Sub-Regional Centers and 157 Learners Support Centers catering to more than one lakh students at their door step. The University has campuses across the country viz.



Three Industrial Training Institutes (ITIs) at Hyderabad (Telangana), Bengaluru (Karnataka), and Darbhanga (Bihar); Five Polytechnics at Hyderabad (Telangana), Bengaluru (Karnataka), Darbhanga (Bihar), Kadapa (Andhra Pradesh) and Cuttack (Odisha).

These institutions aim to fulfil the objectives of the University of imparting vocational and technical subjects in Urdu medium. The University has Eight Colleges of Teacher Education at Srinagar (Jammu & Kashmir), Darbhanga (Bihar), Bhopal (Madhya Pradesh), Nuh (Haryana), Asansol (West Bengal), Sambhal (Uttar Pradesh), Aurangabad (Maharashtra) and Bidar (Karnataka) to train prospective teachers. The University also has

satellite campus at Lucknow (Uttar Pradesh) offering UG, PG and Research programs. To address mission of empowering Women, the University established an exclusive - College of Arts and Science at Budgam (J & K) offering post-graduate and research programs. True to its mission of spreading the wings of Urdu and instilling a passion for Urdu among the new



generation learners, the University has also established three Model Schools at Hyderabad, Darbhanga and Nuh to provide quality school education in Urdu medium.

The University has several academic support centres such as Human Resource Development Centre (HRDC), Instructional Media Centre (IMC), Centre for Information Technology (CIT), Directorate of Translation and Publications (DTP), Directorate of Admissions (DoA) and Internal Quality Assurance Cell (IQAC) which provide value addition to the University.

The endeavour of MANUU in providing instruction, carrying out research and making contribution through the medium of Urdu has made it a trailblazer and trendsetting university in beaconing vast opportunities to all Indian languages institutions for tapping their potential to offer education in science & technology.

The MANUU clearly envisaged the need to enhance, enlarge and expand its activities that are relevant to the emerging economic environment of the country and also to fulfil the shortfall of workforce needs due to intensifying activities as per plan mandate of the UGC and also in tune with the directions of MoE with reference to quality education, research promotion, internal resource generation, infrastructure development, student centric measures, e-governance initiatives, outreach activities etc. Further, it adheres to National Agenda of Access, Equity and Quality and also to ensure that all the graduating students acquire an adequate knowledge of the English and Information Technology. This enables the Urdu medium students to compete with the rest of the students in the country for both the vertical and horizontal mobility.

1.7 Accomplishments

- **Access:** Continued to sustain the progressive improvement in Gross Enrolment Ratio (GER) to prepare Professionally Competitive and Socially Sensitive Manpower;
- **Equity:** Inclusive Policies are in vogue while extending the enabling environment for all those deserve and desire higher education opportunities of empowerment to cope with life and values.
- **Quality:** Considerable expansion in Infrastructure, Facilities and Quality Faculty in addition to engagement of Adjunct/Visiting/Guest Faculty etc., to minimize the Student-Teacher ratio.
- **Best Practices:** Student Empowerment through various Support Systems and Progression Measures;
- **Support Systems:** Hostel facility, Fee Concession through 'Earn while you Learn', Scholarships, Reservation & Relaxation in age and merit for Women, and the Persons with Disabilities etc.

2.0 Ph.D. Part Time Programmes in Sponsored/ Self-financing Mode in Specialised field in School of Commerce & Business Management

The University established the School of Commerce and Business Management (SCBM) in the year 2004. The main aims and objectives of the School are to offer UG/PG programmes in the fields of Management and Commerce. These programmes are aimed to prepare students to be a successful entrepreneur or to take up supervisory and managerial positions in the corporate world or small/medium Industry and contribute to the economy and society at large. The Mission of the School is to strive to create ethical, socially responsible and agile future business leaders. The SCBM is currently having one Department viz. Department of Management and Commerce.

The research program promotes innovation, focuses on activities that can make a difference to problems that matter to industry and society and has a business-friendly attitude to foster



external collaborations. The Department's research focus is on various emerging areas of the General Management but not limited to its conventional areas of specialization. The Department has well experienced faculty members with strong research and industry background. DMC provides highly supportive research environment that nurtures and develops future generations of young researchers. Admission to sponsored part time Ph.D. programme in Management is also open to persons working in industry from the academic year 2022-23 onwards with a special fee sponsored by their employer.

Specialization	Ph.D Seats Vacant
Finance, e-Commerce and Digital Support System, Financial Derivatives, International Finance, Corporate Finance, Cost Management Accounting, Commerce, Taxation.	14
HRM, General Management, Performance Management, Employee Attrition & Retention, OB, Corporate Governance, Leadership	13
Marketing, e- Marketing and e- Business, Green Marketing, SCM, CRM, Entrepreneurship, Public Policy and Ethics Innovative Management, Digital Marketing	10
Total	37
(UR- 14 , OBC-09 , SC-04 , ST-03 , EWS- 03)	

3.0 Ph.D. Part Time Programmes in Sponsored/ Self-financing Mode in Specialised field in School of Sciences

The University created the School of Sciences in the year 2006 to establish a unique educational programs of study different from human-centred subjects (Arts and Social Sciences) considering the importance of Science Education in development of nation in many areas. However, the Science discipline is considered as a basic human motivator that enables technological advances in improving the living standards of impoverished millions. The components of Science include the discovering of new concepts by conducting experiments, facilitating practical observations, deriving hypothesis and making interpretations to establish a theory from knowledge sources. The main objective of the Science Programs is to turn natural curiosity of humans in creation of new knowledge that make studying science as attractive as learning to find solutions to the problems in addressing the needs of the society. Ultimately the Society is 'driven' by ideas and products from science and the influence of science continue to increase in all realms of human life.

The School is currently running five Ph.D. Programs: Mathematics, Physics, Chemistry, Botany, and Zoology and one PG Program: M.Sc (Mathematics) and Five UG Program: B.Sc. (Physical Science - MPC), B.Sc. (Physical Science - MPCS), B.Sc. (Life Science-ZBC), B.Voc (MLT) and B.Voc (MIT).

Specialization	Vacancy of PhD seats
Celestial Mechanics	02
Applications of Wavelet Theory	03
Analysis Algebra	02
Fractional Calculus	01
Geometry of Submanifold	04
Organic Chemistry, Materials Science	06



Specialization	Vacancy of PhD seats
Bioorganic Chemistry Drug Discovery and Development	05
Nanotechnology (Chemistry)	01
Cosmology	02
Immunological basis of human diseases	03
Molecular Mechanisms in Fishes	01
Allelopathy Plant natural products	06
Plant Pathology	03
Total	39
(UR-16, OBC-10, SC-06, ST-03, EWS-04)	

4.0 Ph.D. Part Time Programmes in Sponsored/ Self-financing Mode in Specialised field in School of Technology (CS&IT)

The University created the School of Computer Science and Information Technology (at present School of Technology) in the year 2014 to establish standards for educational programs offered under Computer Science and Technology and considering the importance of Information Technology Education in development of society in many areas. The main objective of the School is to impart quality education in the field of Computer Science and other Engineering Technologies and also to provide a mix of courses with a truly interdisciplinary grouping of subjects that contributes to produce skilled manpower of the highest quality, comparable to the very best in the World in the field of Information Technology. The School is currently having one Department viz., The Department of Computer Science & Information Technology.

Functional Area	Theme	Vacancy of Ph.D. seats
Educational Technology/ Augmented Reality/ Virtual Reality	Cognitive Science/ Educational neuroscience and Educational research	2
Artificial Intelligence	1. Personalized Learning 2. AI for social Good	
Machine Learning and NLP	1. Predictive modeling 2. Object detection and classification	3
Data Science and Machine Learning	1. Computational Sustainability 2. Smart Computing	3
Deep Learning	Smart Computing	1
Networking and Security	Networking and Security	1
IoT	Internet of Things	
Web Technology	Semantic Web	1
Machine Learning	Sentiment Analysis	
Total		11
(UR- 7 , OBC-2 , SC-1 , ST-1 , EWS- 0)		



5.0 Admission guidelines for Ph.D. Part Time Programmes in Sponsored/ Self-financing Mode

5.1. General Instructions for Admissions

1. There is no age bar (upper age limit) for admissions into Ph.D programs.
2. **Mode of Admission:**
 - (i) **Registration:** The University provides admissions based on the registration to the programs offered on the merit in the Research Admission test (RAT) / RAT exempted category weightage and interview.
 - (ii) **Online Application Forms for Registration :**
 - (a) **Research Admission Test based Admissions:** The admissions in Ph.D. Programme (Sponsored/ Self-financing/ Part Time) are based on entrance test. The University website- www.manuu.edu.in provides link for Registration and Application Form for admissions, January 2022. The candidates are advised to read the instructions carefully before filling the form and choose the correct program, Department, etc. and follow the instructions generated from the computer. The computer will generate application number (User name) and password which will be sent through *email* and *SMS* which needs to be saved for future reference,
 - (b) **Hall Tickets** for Research Admission Test based programs can be downloaded from the University Website. The candidates will be informed about receipt of their application form and date of availability of hall tickets through SMS and email. Applicants can also verify the status of application form using their login id and password from the University website. No hall tickets shall be sent by post. It is the responsibility of the candidate to download the hall tickets. Please mention the valid mobile phone number and email for receiving the instructions from the University. Hall tickets will be issued to only those candidates whose duly filled application forms are found correct and complete with prescribed fee and other mandatory details. The candidates with these hall tickets must carry a valid photo ID as a proof for the purpose of verification and ruling out the possibility of impersonation. No candidate will be allowed to appear in the Research Admission Test without Hall Ticket and a valid photo ID proof.
 - Please note that all those who apply may be issued Hall Tickets without verifying whether or not they satisfy the eligibility criterion for admission to a program. This will be finally verified at the time of counseling and admission, if selected. The candidates are therefore advised to go through the Prospectus carefully and judge their eligibility before submitting their application forms.
 - Despite this caution, if the candidates do not meet the minimum eligibility criteria and still apply and appear for any program, they shall do so at their own risk and cost. At any stage, if it is found that any candidate does not fulfill the minimum eligibility requirements and other claims, his/her candidature will not be considered for admission and if the admission is granted, it shall be cancelled and fee paid, if any, will be forfeited. The University may initiate due legal action against such candidates.
 - (c) **Mode of Payment of Application Fee:** All fee payments are through online only using Debit Cards, Credit Cards and Internet Banking. Candidates have to follow the instructions given in online application form for payment. No other forms of payment shall be accepted.
 - (d) Applicants need not send hard copy / printed application form to the University.



5.2. Admissions to Ph.D. Part-Time Program in Sponsored / Self-financing Mode

1. **Qualifications:** Candidates seeking admission to the Ph.D. programs shall have a Master's degree in the concerned subject or an allied subject with at least 55% marks in aggregate or its equivalent grade in a point scale in case of grading system.
2. **General Eligibility:** Professionals such as working engineers, scientists, senior executives, managerial staff, self-employed entrepreneurs'/startup promoters/innovators, academic administrators and teachers who can, while employed, attend regular classes as per schedule at MANUU may apply for admission to PhD program as part-time students, subject to the following conditions:
 - (i) Persons who possess the minimum prescribed qualifications and are in service in any of the following establishments shall be eligible for admission to the Ph.D. program as sponsored scholars:
 - a) defense or other ministries of the Government of India or any other government organization;
 - b) established industrial research and development organizations / corporates ;
 - c) autonomous bodies and public undertakings;
 - d) universities/colleges; polytechnics/Junior colleges;
 - (ii) He/she should be a permanent/regular full time employee and possess a minimum working experience of 3 years
 - (iii) Part time candidates selected for admission in Ph.D. programme are not eligible for any scholarship from MANUU.
 - (iv) For Part-time candidates from outside the location of the University/Institution (or at a radial distance of more than 50 km from University , there is a minimum residency requirement of 6 months. The respective Departmental Research Committee or Board of Studies may specify a higher residency requirement based on the courses recommended as well as the background. In such cases, he/she will be required to maintain frequent contact with the supervisor in the Department concerned of MANUU, Hyderabad.
 - (v) Part-time candidates are required to submit a “No Objection Certificate” (NOC) on a proper letterhead from the appropriate authority in the organization clearly stating the following:
 - a) the candidate is permitted to pursue studies on a part-time basis;
 - b) he/she will be fully relieved from duty for the period of required residency that is essential for completing the course work; provided if a candidate is working in organizations located within a distance of 50 km from the place of research (Hyderabad or Constituent College/Institute), he/she need not to take any leave;
 - c) that his/her official duties allows him/her to attend the required classes (course work or special lectures or presentations etc.) as per the Time Table of MANUU at Hyderabad;
 - d) that his services are likely to be retained with the employers during the period of studies;
 - e) facilities for research in the candidate's field of research are available at the candidate's place of work, in case the proposed Ph. D. research plan requires him/her to use these facilities when the candidate is physically present at this place of work.



3. Additional Eligibility for Ph.D. Part time Programme in Sponsored / Self-financing Mode:

The following categories of candidates shall be eligible for admission to the Ph.D. Part time Programme in Sponsored Self-financing Mode on production of written permission from his/her employer.

- i. Any permanent employee with three years of regular service in any UGC/CSIR recognized University/College or Public Sector/Government/Non Government Organization having adequate research facilities.
 - a. The candidate must give an undertaking that he/she would take leave for a minimum of one year; initial six months leave for attending the classes of the PhD course work/defining the problem and six months leave prior to submission of PhD thesis during the tenure of the PhD Program.
 - b. However, such candidates have to provide reasonable proof of fieldwork/lab work periodically to the satisfaction of the concerned Research Supervisor/Research Advisory Committee and may also be required to present the same before the Departmental Research Committee. Failure in this regard shall lead to cancellation of the PhD registration.
 - c. Any offer of admission under this category shall be further subject to the discretion of the University and approval of the Vice Chancellor.
- ii. Employees of Public Sector Undertakings or Government Departments or non-degree awarding Research and Development Organizations or reputed Private Industries/corporate bodies registered under Companies Act or Self-employed entrepreneurs from SMEs, Innovators or Start-ups promoters or Independent professional consultants are eligible for admission to part-time sponsored programmes;
- iii. The applicant must be an employee of one of the above categories organization/profession and be engaged in professional work in the area to which admission is sought;
- iv. **Three** years' full time relevant experience after obtaining the qualifying degree as on date of registration. The recognized Public Sector/Research Institutions (Government/aided or private establishments preferably have adequate research facilities;
- v. The applicant should be willing to promote industry-academic interaction if required by the Department concerned;
- vi. Sponsored candidates from industry under industry-institute interface pattern, selected for admission in Ph.D. Programme under MANUU is not eligible for any scholarship in the University;
- vii. A candidate sponsored by an industry, an R&D Organization, educational institution or a Government Organization having adequate research facilities may be allowed to work externally subject to his/her fulfilling all such conditions prescribed by the MANUU Ph.D. Regulations as are applicable;
- viii. Permission to carry out the research work partially or entirely at the Organization shall be granted only if the DRC concerned is satisfied about availability of research facilities at the workplace and fulfillment of all requirements and such permission is to be obtained in advance;
- ix. In such a case a co-supervisor from the sponsoring Organization with adequate research experience may be appointed, if required, with the approval of the DRC concerned.



- x. When a sponsored candidate has been granted permission under these provisions to work externally at the parent Organization he/she will be required to maintain frequent contact with the supervisor in the Department concerned of MANUU, Hyderabad.
- xi. There is no requirement of taking study leave from the organization to join the Ph.D. Programme under sponsored category provided his place of work is located within 50 km radius of the University campus/college campus where he/she is proposed to register for the research programme.
- xii. The University shall not provide hostel facility.
- xiii. A permanent faculty member of MANUU, whether at headquarter or at off-campus, having at least **three** years of teaching experience in the University.

Provided that such candidates shall have to follow the admission process and fulfill all other requirements as per the existing PhD Regulations.

4. A candidate seeking admission as part-time research scholar must give an undertaking that he/she would take leave for a minimum of one year; initially six months leave for attending the classes of the PhD course work/defining the problem and six months leave prior to submission of PhD thesis during the tenure of the PhD Program.
5. A candidate seeking admission as part-time research scholar shall submit an assurance from the employer that the required leave of one year shall be sanctioned for the purpose stated, as an additional document at the time of registration. Without the permission letter from the employer the PhD admission shall not be granted.
6. Admission shall be made through Research Admission Test or Based on exempted category, followed by interview based on the research proposal submitted by the candidate concerned. Due Weightage will be given to candidates having quality research publications in reputed journals or accomplished research work in their respective field of studies in award of interview marks. The pattern of the Research Admission Test shall be as prescribed by the University under its Ph.D. Regulations.
7. **Duration:** The duration of the part-time Ph.D. programme shall be the same as in the case of regular Ph.D. programme i.e. for a minimum duration of three years, including course work and a maximum of six years as per UGC Ph.D Regulations, amended from time to time.
8. **Location of the offerings:** Part-time sponsored Research programme leading to Ph.D. will be offered, initially only under the School of Science, School of Technology and School of Commerce and Business Management at MANUU Main Campus, Hyderabad.
9. **RAT Exempted Category:** Research Admission Test (RAT) will not be insisted for the following category of applicants' subject to fulfillment of other eligibility conditions:
 - (i) Candidates who qualified either of the following:
 - (a) UGC/CSIR NET/SET/SLET/GATE/GPAT Exam; Rajiv Gandhi Fellowship awardees; Teacher-fellowship holders; INSPIRE/ or candidates who are awarded Fellowships directly or by other funding agencies ICAR/ ICHR/ ICMR/ DBT/ DST) or
 - (b) Awarded M.Phil. as per UGC regulations - 2009 / 2016 with at least 55% in aggregate or equivalent grade in course work in concerned subject.
 - (ii) The following types of candidates shall also be exempted from RAT, on the recommendation of the Admission Committee with the approval of the DRC, provided they fulfill the requirements regarding eligibility, qualification, etc.



However, such candidates shall have to give a seminar and discuss the broad area of research before the DRC:

- (a) Candidates sponsored under an MoU between MANUU and an Institution/Industry/corporate entity/Govt. or Non-Government organization/agency where specific clause(s) exist for registration of candidates for Ph.D. degree by the university provided they possess at least three years of professional or research experience in the institution/industry concerned; and
- (b) Scientists working in Research Laboratories either owned or managed by the Central/State Government or an Autonomous Research Institution of National Status with three years' experience in the Grade of Scientist with evidence of research.

Category	Weightage in lieu of RAT
UGC- CSIR JRF	70 marks
Candidates sponsored under an MoU between MANUU and an Institution/Industry/corporate entity/Govt. or Non-Government organization/agency	70 marks
Scientists (or Equivalent posts) working in Research Laboratories either owned or managed by the Central /State Government or an Autonomous Research Institution of National Status with three years' experience and evidence of research	70 marks
UGC/CSIR NET/SET/SLET/GATE/GPAT Exam	60 marks
Rajiv Gandhi Fellowship awardees; Teacher-fellowship holders; INSPIRE/ or candidates who are awarded Fellowships directly or by other funding agencies ICAR/ ICHR/ ICMR/ DBT/ DST)	60 marks
Awarded M.Phil. as per UGC 2009/2016 regulations with at least 55% marks	50 Marks

- (iii) A candidate seeking admission in Ph.D. programme under sponsored category or part-time has to choose one of the emerging areas of research identified and notified by the department concerned. Candidates invited for interview for admission of Ph.D. programme are required to submit a research proposal in the identified area of research which will be evaluated by the Interview Board / DRC.

5.3.Reservation in Ph.D. Part-time Programmes in Sponsored/ Self-financing Mode category admissions

The University follows the reservation policies of the Government of India issued from time to time. There are two kinds of reservations (Vertical and Horizontal) adopted by the University to accommodate adequate representation of various categories of candidates as an inclusive policy. The applicants claiming any of these categories need to submit the valid proof of the caste/ tribe/ other reservation in the prescribed form issued by the competent authorities as per the Government of India norms at the time of admission, failing which applicant shall not be considered for admission.

Reservation for Admission shall be based on the criteria notified by the University, and the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, applicable to SC/ST/OBC (NCL) and certain other categories as per University norms.



The following table summarises **quota** for SCs/STs/OBCs and EWS Categories **as per Govt. of India and University norms in each programme:**

Reservations:		
A	Schedule Caste (SC)	15%
B	Scheduled Tribe (ST)	7.5%
C	Other Backward Class (Non-Creamy Layer)	27%
D	Economically Weaker Sections (EWS)	10%
5% relaxation in Qualifying Examination Marks will be given to SC/ST/OBC Candidates		

5.4. Fee Payment and Refund Policy

Fee Payment: The candidates selected for the programs shall be informed through email about the fee details (as prescribed in the prospectus) and the procedure of payment at the time admission.

Fee Revision: University reserves the right to revise the fee structure of any program during the course period.

Fee Refund Policy: On cancellation the fee paid will not be refunded under any circumstances.

5.5. Other Important Instructions for Admission

1. Incorrect/ incomplete Application Forms shall be rejected. Therefore, candidates are advised to read the prospectus carefully before filling and submitting the Application Forms.
2. The candidates are advised to take utmost care while filling the columns of Name and Date of Birth (as in 10th/matriculation/SSC or Equivalent).
3. The University has the right to reject the application and to cancel the admission of any candidate on valid reasons as per the norms of the University. All admissions are provisional; the University has the right to cancel the admission of any student at any point of time.
4. No Candidate is allowed to pursue two degree programs (UG/PG/Research) from any university and in any mode (regular / part time) simultaneously.
5. If a candidate fails to complete admission formalities by the prescribed date, he/she shall forfeit his/her right to admission.
6. If any error or omission is detected in the information furnished by the candidate in the application form or if any document is found to be defective at the time of verification, or at any time even after the candidate is admitted, the candidate's admission shall stand canceled. Fee paid to the University shall not be refunded. University may initiate due legal action for cases of fraud.
7. If an applicant is an employee (public or private sector organization), he/she shall submit a certificate of leave along with 'No Objection Certificate', for the duration of the program from his/her employer at the time of admission.
8. Selected candidates are not allowed to complete admission formalities in absentia.
9. Students admitted in all programs shall abide by the rules notified by the University from time to time.



10. **Admission Test Model Papers:** The previous year's entrance test papers for all the programs are available on the University website. The test will be only in multiple choice questions format. Answer sheet will be in the form of OMR sheet (http://www.manuu.edu.in/Eng-Php/entrance_regular.php).
11. **Merit lists:** Merit list of candidates qualifying the entrance test and list of qualified candidates shall be displayed as per schedule on the Notice Boards of the Departments/Colleges/Centers and also on University website. Candidates shall also receive updates through SMS and e-mail about their admissions if they are qualified/selected.
12. **Jurisdiction for Legal Matters:** All legal disputes shall be restricted to the **jurisdiction of the courts of Hyderabad only.**
13. **Refund of multiple payments:** In case of multiple successful transactions the candidate has to send an e mail to admissionsregular@manuu.edu.in with all details and copies of payment receipts within 2 weeks of payment . After due verification the refund process will be initiated.

6.0 Submission of Admission Form

1. The candidates are required to compulsorily go through the prospectus before filling up their Application for admission.
2. Candidates are advised to carefully read and follow the **instructions provided online** during the Form Submission Process.
3. Incorrect/ incomplete application forms shall be rejected. Therefore, candidates are advised to read the prospectus carefully before filling and submitting the Application Form.
4. To register for admission candidates are required to use the online form available at MANUU Admission Portal www.manuu.edu.in, <https://manuucocoe.in/PTAdmission/>
5. The Online Form submission process consists of two-phases viz. -
 - a. **Candidate's Registration:** Entry of Basic Profile of the Candidate, and
 - b. **Application Submission:** Choosing of Program(s), Category and Submission of Application Fee described in the relevant Section of the Prospectus.
6. Before applying for admission, a candidate is advised to ensure his/her eligibility as per the criteria laid down in the prospectus.
7. Following information should be readily available with the candidate during the Registration process, the:
 - a. A valid e mail ID and Mobile number . All future communication with the candidate will only be sent using candidate's registered email id and mobile number.
 - b. Scanned copy of candidate's colored passport size photograph (Maximum 100KB in size) in JPG/JPEG format with White Background.
 - c. Scanned copy of candidate's signature (Maximum 100 KB in size) in JPG/JPEG format.
 - d. Scanned copy of the certificate of Urdu taken as a subject or as a Medium in 10th/10+2 level or equivalent .
 - e. Details for Online Payment viz Credit Card, Debit Card or Net Banking .
8. Once the registration process is successfully completed the system will send an email and SMS bearing the **unique Registration Number and a verification code to verify the email id and mobile number.**



9. Registered candidate can access the admission portal using Registration Number as **login ID** and Verification Code as **Password**.
10. After successful login into admission portal candidate may proceed to apply for the program(s) of his/her choice and pay the application fee.
11. Application Fee should be remitted through **Online Mode** only using Credit Cards/ Debit Cards / Net Banking.
12. Candidates are advised to retain hard copy of the Application Form after the fee is paid successfully. Candidates need not send hardcopy of the application to MANUU.

7.0 Fee structure for Ph.D. Part-Time Programs in Sponsored/ Self-financing Mode

S.No	Fee	Amount
1	Registration cum Application fee	Rs. 1500/-
2	Admission Fee	Rs. 5000/-
3	Course work fees	Rs. 20,000/- @ Rs. 5000 per course
4	Semester fee for sponsored/part-time candidates	Rs. 20,000/- per semester.
5	Topic modification / Synopsis resubmission fee	Rs. 5000/-
6	Thesis submission and Evaluation fee	Rs. 25,000/-

8.0 Important Addresses and Telephone Numbers

S.No	Department	Tel. No./ E-mail
1.	Dean, School of Commerce and Business Management and	9701923007/dean.bmc@manuu.edu.in
2.	Dean, School of Sciences	9598066258/dean.sos@gmail.com
3.	Dean, School of Technology	8297097786/dean.sot@manuu.edu.in
4.	Head, Department of Management & Commerce	9404485477/ hod.bmc@manuu.edu.in
5.	Head, Department of Computer Science & Information Technology	9811584058/ hod.csit@manuu.edu.in
6.	Head, Department of Mathematics	8886269350 / hod.maths@manuu.edu.in
7.	Physics section	9849098620/ aleem.physics@manuu.ac.in
8.	Chemistry section	9598066258/ sahmad_phd@yahoo.co.in
9.	Botany section	9440366462/ maqboolmanuu@yahoo.com
10.	Zoology section	9885186923/ parveenjahan@manuu.edu.in
11.	Director, Directorate of Admissions	040-23006612/ EXTN 1801 dir.admissions@manuu.edu.in
12.	Office of Controller of Examinations	040-23006605/ coe@manuu.edu.in
13.	Office of DSW	9885700584 / dsw@manuu.edu.in
14.	Office of Dean Academic Affairs	040-23006612/ EXTN 1610/ academics@manuu.edu.in
15.	Public Relations Office	040-23006606/ proffice@manuu.edu.in
16.	University EPABX numbers	040-23006612 to 15



9.0 Submission of NOC/OBC/ EWS Certificates

No-Objection Certificate for
Ph.D. Part-time Program in Sponsored/ Self-financing Mode Category Candidates
(This should be typed on the letterhead of the employee’s organization)

To
The Director
Directorate of Admissions
MANUU, Gachibowli, Hyderabad
Reference No.:

Date:

Sub.: No-Objection Certificate for pursuing Part-time and industry sponsored Ph.D. at
MANUU Hyderabad.

Dear Sir/Madam,

We have no objection if
Mr./Ms.....
an employee of our organisation/ institute, is admitted to the Ph.D. Programme under
the School of.....at MANUU Hyderabad as a Self Finance /
Part-time / Sponsored Ph.D. Candidate.

It is certified that he/ she has completedyears of service in our
organization/institute as a regular employee.

We shall give him/her leave of absence at our organization to attend classes of course
work of Self Finance / Part-time / Sponsored Ph.D. programme at MANUU
Hyderabad.

Signature & Seal of Head of the Organization/ Institute



Candidates are required to upload the valid OBC/ EWS certificates in the following formats only.

OBC-NCL Certificate Format (Issued after December, 2020)

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES (NCL) APPLYING FOR ADMISSION TO CENTRAL EDUCATIONAL INSTITUTIONS (CEIs), UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kum* _____ Son/
Daughter* of Shri/Smt.* _____ of Village/
Town* _____ District/Division* _____
in the State/Union Territory _____ belongs to the
_____ community that is recognized as a backward
class under Government of India**, Ministry of Social Justice and Empowerment's
Resolution No. _____ dated _____ ***
Shri/Smt./Kum. _____ and/or _____
his/her family ordinarily reside(s) in the _____
District/Division of the _____ State/Union Territory. This is
also to certify that **he/she does NOT belong to the persons/sections (Creamy Layer)**
mentioned in Column 3 of the Schedule to the Government of India, Department of
Personnel & Training O.M. No. 36012/22/93- Estt. (SCT) dated 08/09/93 which is
modified vide OM No. 36033/3/2004 Estt.(Res.) dated 09/03/2004, further modified
vide OM No. 36033/3/2004-Estt. (Res.) dated 14/10/2008, again further modified vide OM
No.36036/2/2013-Estt (Res) dtd. 30/05/2014.

District Magistrate /
Deputy Commissioner /
Any other Competent Authority

Dated:

Seal

- * Please delete the word(s) which are not applicable.
** As listed in the Annexure (for FORM-OBC-NCL)
*** The authority issuing the certificate needs to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

NOTE:

- (a) The term 'Ordinarily resides' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
(b) The authorities competent to issue Caste Certificates are indicated below:
(i) District Magistrate/ Additional Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ 1st Class Stipendiary Magistrate/ Sub-Divisional magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
(ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
(iii) Revenue Officer not below the rank of Tehsildar' and
(iv) Sub-Divisional Officer of the area where the candidate and/or his family resides



OBC-NCL Certificate Format (Issued after December, 2020)

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS / ADMISSION TO CENTRAL EDUCATIONAL INSTITUTIONS (CEIs), UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kum. _____ Son/Daughter of Shri/Smt.
_____ of Village/Town _____ District/Division
_____ in the _____ State belongs to the _____

Community which is recognized as a backward class under:

- a) Resolution No. 12011/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary Part I Section I No. 186 dated 13/09/93.
- b) Resolution No. 12011/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary Part I Section I No. 163 dated 20/10/94.
- c) Resolution No. 12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary Part I Section I No. 88 dated 25/05/95.
- d) Resolution No. 12011/96/94-BCC dated 9/03/96.
- e) Resolution No. 12011/44/96-BCC dated 6/12/96 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 11/12/96.
- f) Resolution No. 12011/13/97-BCC dated 03/12/97.
- g) Resolution No. 12011/99/94-BCC dated 11/12/97.
- h) Resolution No. 12011/68/98-BCC dated 27/10/99.
- i) Resolution No. 12011/88/98-BCC dated 6/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.
- j) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.
- k) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.
- l) Resolution No. 12015/9/2000-BCC dated 06/09/2001.
- m) Resolution No. 12011/1/2001-BCC dated 19/06/2003.
- n) Resolution No. 12011/4/2002-BCC dated 13/01/2004.
- o) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

Shri/Smt./Kum. _____ and/ or his family ordinarily reside(s) in the
_____ District/Division of _____ State. This is also to certify
that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the
Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt.(SCT) dated 08/09/93 which is
modified vide OM No. 36033/3/2004 Estt.(Res.) dated 09/03/2004.

Dated: _____

District Magistrate/
Deputy Commissioner, etc.

Seal _____

NOTE:

- The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- The authorities competent to issue Caste Certificates are indicated below:
 - a) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist Class Stipendiary Magistrate / Sub-Divisional magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate).
 - b) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
 - c) Revenue Officer not below the rank of Tehsildar' and
 - d) Sub-Divisional Officer of the area where the candidate and / or his family resides.



EWS Certificate Format (Issued after Jun, 2021)

Annexure-I

Government of
(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____, Village/Street _____ Post Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her 'family'** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office _____

Name _____

Designation _____

Recent Passport size
attested photograph of
the applicant

*Note1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

G. Srinivasan



Directorate of Admissions

Room No. 20, Ground floor, Administrative Building,
Maulana Azad National Urdu University, Gachibowli, Hyderabad – 500 032, Telangana

Tel: 040-23006605.; **EPABX:** 040 – 23006612/13/14/15 –Ext-1800/1801

E-mail: admissionsregular@manuu.edu.in; **website:** www.manuu.edu.in



manuuhydoofficial



officialmanuu



imcmanuu



manuuhyd