



**BITS Pilani**  
Dubai Campus

## **Application Procedure for the Doctoral Programme Academic year 2019 - 20**

1. Read the Admission Bulletin 2019-20 carefully.
2. Application for Admission must be filled online.

Online Application procedure: (Read instructions given below before proceeding to fill the online form).

- a. Click on “Online Application” link.
- b. If you are candidate for admission to On-Campus Ph.D programme, you should fill in the part I of the application form only.
- c. If you are candidate for admission to Off-Campus / Part time Ph.D programme, you should fill both part I and part II of the application form.
- d. Enter all the information required carefully and correctly in the online form.
- e. Ensure the correctness of all entered data before submission. Once you confirm the correctness of the entered information and submit the form, the entered data will be recorded and you will not be able to change it.
- f. On submission you will be allotted a unique reference number and you will be directed to proceed for Application fee payment.
- e. You have the option of paying the fee online through Debit or Credit Card or paying offline either by Cash or Bank Transfer.
- f. Upon successful completion of online application fee payment you will be allotted a unique application number and you will be instructed to upload your documents.



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- h. In the event you opt for offline application fee payment (Cash or Bank Transfer), print the filled application form and attach the documents required. (Refer section 4 below) send the proof of fee payment along with Applicant's name and Application reference number by email to [admission@dubai.bits-pilani.ac.in](mailto:admission@dubai.bits-pilani.ac.in) for the allotment of unique application number.
        - i. Upon receipt of the unique application number, you can proceed to upload the required documents (jpeg or pdf format) and your submission will be complete.
  3. For candidates submitting the application and fee online, the system will generate a unique application number. You may note down the number for all future references. For those candidates who are opting for offline submission or payment, a unique application number will be allotted and informed to the candidate by the institute on receipt of the application and fee. In all subsequent correspondence with the Institute, the candidate must quote this application number.
  4. Following enclosures must accompany the Application form:
    - a. Copy of Degree certificate and Transcript / Mark sheets of the first degree programme.
    - b. Copy of Degree certificate and Transcript / Mark sheets of the higher degree programme.
    - c. List of courses and syllabus of each course prescribed for the fulfillment of the Higher degree programme.
    - d. List of prescribed text books for each course.
    - e. Final examination question papers for each course.
    - f. Passport copy.



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4. Candidates applying as off- campus or part-time students must also add the following enclosures to the above:
  - a. Outline of Proposed Topic of Research.
  - b. Proposed supervisor's consent and his biodata.
  - c. Consent of supervisor's organization permitting him to act as a supervisor.
  - d. Nature of his association with the candidate's organization if working in a different organization.
  - e. Profile of your organization.
  - f. Declaration by the employer is required for employed and sponsored candidates.
  - g. Consent or No-Objection Certificate from Parent Organization as per format available on website from Part-time candidates.
5. Application Fee to be paid at the time of submission of application form:

An amount of AED 220.00 only (Arab Emirates Dirhams Two hundred and twenty only) payable online by Debit/Credit Card or offline either by Cash or Bank Transfer (refer page 20 of Admission bulletin for bank details).

Application received without application fee will not be considered.
6. The last date for submitting the Application form for I semester is 30 May 2019.
7. Incomplete application will be rejected.