مولانا آزاد نيشن ٱردوبو نبورسى मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी

Maulana Azad National Urdu University

(A CENTRAL UNIVERSITY ESTABLISHED BY AN ACT OF PARLIAMENT IN 1998) ACCREDITED WITH "A+" GRADE BY NAAC

Prospectus (Winter Session January, 2023-24) Ph.D. Part Time Programme in Sponsored/Self-Financing Mode

Access to Quality Education through Urdu Medium

7	24
Schools	Departments
of	
Studies	



101 Programmes up to Ph.D. Level

11 States Presence

Gachibowli, Hyderabad, Telangana State - 500032

MANUU



MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University, Accredited 'A+' Grade by NAAC)

Visitor Smt. Droupadi Murmu Hon'ble President of India

Chancellor

Shri Mumtaz Ali

Vice-Chancellor Prof. Syed Ainul Hasan

OSD1 Prof. Shugufta Shaheen

OSD2 Prof. Siddiqui Mohd Mahmood

> **Registrar** Prof. Ishtiaque Ahmed

Finance Officer I/c Prof. Syed Mohammed Haseebuddin Quadri

> **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<u>-mail: admissionsregular@manuu.edu.in</u>; website: <u>www.manuu.edu.in</u>

Admissions Help Desk (Timings 09:00am to 05.30pm only).		
For General Queries	: 6207728673	
For School of Technology, Sciences, and		
Commerce and Business Management	: 9866802414	
For School of Arts and Social Sciences, and		
Mass Communication and Journalism	: 8527164610	
For School of Education	: 6302738370	





From the Vice Chancellor's Desk

The Idea of a University for 21st Century Maulana Azad National Urdu University

Looking at the present trend of the exigencies in several educational processes, at college and university levels, where the stress is primarily given on the applied aspects of knowledge, many scholars and educationists are pondering over the possibilities of alternative approaches to education, particularly at the tertiary level. Some of them are reflecting over the possibilities of holistic education.

There is a need to widen the vision of our perceptions. Against this theoretical background the MANUU should formulate its programme of Interdisciplinary Studies and Integrated Research, which envisages to organize, commission and participate across the disciplines in Urdu language and literature, comparative literature, social sciences, philosophy, comparative religions, linguistics, modern sciences and culture studies encompassing the social sciences and the humanities with the deepest concern for the relations between the scientific, cultural, corporate and political communities. This would be commensurate with the new realities of the 21st century.

An important and necessary function of MANUU, at this challenging moment in the changing world order, will be to become a centre which can help interpret Indian knowledge systems with intercultural exchange with other Western cultures, and for greater understanding of India's needs, pre-suppositions and aspirations. It will associate eminent scholars from within India and abroad with the execution of the collaborative research projects. While doing this we are assuming a proactive role of engaging in various educational, research and training activities in the service of society.

We thus envision the MANUU as a hub of scholarship and an agent of cross-cultural studies. We envision it to;

- a) promote collaborative interdisciplinary research projects,
- b) initiate cross-cultural dialogues through seminars and workshops, and joint research programmes,
- c) arrange to have scholars-in-residence for varying periods of time from various institutes/ nations,
- d) deliberate on the implications of new technologies, economic and trade and management policies,
- e) promote courses in the language and literature of many nations, particularly of the European as well as Asian continent,
- f) provide ambiance and facilities for social and scholastic meeting with informed citizenry at large, and
- g) to take up contemporary concerns of institution building and practice and voluntary action. In sum, we envision the MANUU to be an independent scholastic centre of advanced studies in Urdu medium of instruction.

Prof. Syed Ainul Hasan Vice-Chancellor

High Power Committee for Admissions 2023-24

1.	Prof. Shugufta Shaheen, OSD-1 HoD, Dept. of English - Chairperson
2.	Prof. Siddiqui Mohd. Mahmood, OSD-2, Dean, School of Education & Training
3.	Dr. Md. Zair Hussain, Controller of Examinations
4.	Prof. Rama Kondapalli, IQAC MANUU
5.	Prof. Abdul Wahid, Dean, School of Technology and Director I/c CIT
6.	Prof. Aziz Bano, Dean, School of Languages, Linguistics and Indology
7.	Prof. Farida Siddiqui, Dean, School of Arts and Social Sciences
8.	Prof. Badiuddin Ahmed, Dean, School of Commerce and Business Management
9.	Prof. Salman Ahmad Khan, Dean, School of Sciences
10.	Prof. Mohammad Fariyad, Dean, School of Mass Communication & Journalism
11.	Prof. Mohd. Razaullah Khan, Director, Directorate of Distance Education
12.	Prof. Mohammaed Abdul Azeem, Proctor
13.	Prof. Syed Alim Ashraf, Dean Students Welfare
14.	Mr. Imran Aslam, System Analyst, CIT
15.	Prof. Vanaja M, Dean, School of Education & Training & Director, Directorate of Admissions
16.	Dr. Rafi Mohmad, Deputy Director, Directorate of Admissions- Convener

Prospectus Committee for Admissions 2023-24

1.	Prof. Vanaja M, Director, Directorate of Admissions
2.	Dr. Rafi Mohmad, Deputy Director, Directorate of Admissions
3.	Mr. Chavala Mutyala Rao, Assistant Director, Directorate of Admissions
4.	Mr. Muzaffar Hussain, Assistant Director, Directorate of Admissions
5.	Dr. Talha Farhan, Assistant Director, Directorate of Admissions
6.	Dr. Faheemuddin Ahmed, Associate Professor, Department of Translation Studies
7.	Dr. Jarrar Ahamad, Assistant Professor, Department of Education and Training

Time line for Ph.D. Part time programme in Sponsored Self financing Mode

Date of Issue of Notification	25 January 2024
Last date for Submission of filled-in Application Forms	18 February 2024
Issue of Admit Cards	28 February 2024
Research Admission Test	08 March 2024
Release of Preliminary Key	08 March 2024
Claims/ Challenge / Objections in Key	09-10 March 2024
Release of Final Key	12 March 2024
RAT results	15 March 2024
Online Certificate Verification of Qualified candidates	18-19 March 2024
List of Provisionally Selected Candidates for Interview	22 March 2024
Interviews	27-28 March 2024
Admissions and Online fee Payment	3-4 April 2024
Commencement of Course work	15 April 2024

Instruction 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 with 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 university 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 Specialization (whichever is applicable).
- 4. Transfer certificate (from the Institution last studied).
- 5. Migration certificate (from the Institution last studied).
- 6. Valid Category certificates SC/ST/OBC/EWS (format prescribed by Government of India) if applicable.
- 7. Experience/Service Certificate*
- 8. NoC from the present employer*
- 9. Sponsor Certificate from employer*(at the time of admission)

Note: * - Mandatory Documents

vi. The candidates have to attend interview offline and certificate verification online.

MANUU

- 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.

Procedure for Registration and Application Fee Payment

Fee(Indain National)	Application cum Registration Fee
Payment through Online Mode only	Rs. 1500.00
Fee for Foriengers	Rs. 2500

Candidate completes the registration process on MANUU Regular admission portalby using the below link <u>https://manuucoe.in/PTAdmission/</u>

- 1) Registration Form
- 2) Login



First Name : المانية الم	مویائل ثمیر: Mobile No.
Left First Name	Student Contact Number
درمیانه نام : Middle Name	Gender : جنس •
Middle Name	👗Select Gender 👻
آخری نام : Last Name	Date of Birth : ماريخ پيدائش
Last Name	📫 Year 👻 🛗 Month 🛩 🛗 Day 🛩
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 Password

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

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Tفری نام LastName	Enter Last Name
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Mobile No موبائل تمبر	891 .June
متاریخ پیدائش Date of Birth	04-12
Gender مجن	Male
• والدكانام Father's Name	Nau e
والدوكانام Mother's Name	M: 👘 ban Beebi
Nationality قرميت	INDIAN
Category of "	OBC:OBC-NCL (CENTRAL LIST)
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+ کیا آپ معذور میں : ?Are You PwD	· No Ves
Religion	Islam
* خون گروپ Blood Group	0+
* طاق Region	Rural
آدهار شنافتی فمبر Aadhar Id No.	
Have You Studied in MANUU?*	Yes
iUMS Enrollment before 2017-18	
iUMS Enrollment after 2017-18	10
* ازدواہی خیثیت Marital Status	Married Unmarried
م مادری زبان Mother Tounge	Urdu
• شناختی نشان Identification Mark	A cut mark on right leg
متبادل موبائل نمبر Alternate Mobile No.	8919935812



Ph.D. Part Time Prospectus 2023-24 (Winter Session)

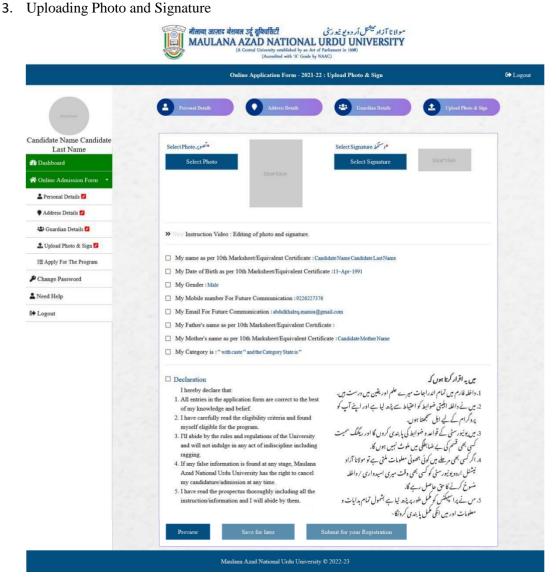
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مچن کوڈ Pincode	50
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After successful registration, candidate logs in the admission portal and choose the appropriate program of his/her choice.



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.

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Test Center • Hydershad ~	I hereby declare that I will take leave for a minimum of one year; initially six a problem and six months leave prior to submission of PhD thesis during the ten	aure of the PhD Program.		
Add Program				
	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	s of Online	Application form (s)	
Application No. در قواست تمير	Program	Amount J	Payment Status ادائیکی کی حیثیت	Action بکشن
M00000047	Adssional Arabic	J	Pending	View Pay Fee Delete
M00000062	F. D. (C	10000	Pending	View Pay Fee Delete

- When student clicks on Pay Fee Option the portal lands at the payment gatewaypage, 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 backside of the card
- 4. Credit Card Holder Name

Credit Card	Pay by Credit Card	Merchant Name Maulana Azad National Urdu
Debit Card + ATM PIN	VISA 🕐 RuPays	University
film Internet Banking	Card Number Enter card number	Payment Amount: ₹ 350.00
	Expiration Date CVV/CVC	
	Month Year	
	Card Holder Name	
	Enter card holder name	
	Please note: If your credit or debit card has not been used for ecommerce transactions, it will be <u>blocked</u> by your bank for all online transactions as per R notification effective March 16, 2020. In case your transaction is failing, please contact your card issuing bank to <u>enable</u> your card for online transactions.	161
		Activate W

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 needs 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 backside of the card
- 3. Debit Card Holder Name After providing the above details candidate needsto enter 4 digit PIN or OTP on registered mobile and complete the payment

Credit Card	Pay using Debit Card Merchant Name	
Debit Card	Maulana Azad National Urdi VISA Pays	6
PIN Debit Card + ATM PIN		
1 Internet Banking	Card Number Payment Amount: ₹ 350.00	-
	Expiration Date CVV/CVC	
	Month Year	
	Card Holder Name	
	Enter card holder name	
	Please note: If your credit or debit card has not been used for ecommerce transactions. If will be <u>blocked</u> by your bank for all online transactions as per RBI notification effective March 16, 2020. In case your transaction is failing, please contact your card issuing bank to <u>enable</u> your card for online transactions.	

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.

Credit Card	Select your Bank	Merchant Name
Debit Card	Popular Banks	Maulana Azad National Urdu University
PIN Debit Card + ATM PIN		
Internet Banking >		Payment Amount: ₹ 350.00
	All Banks	
	== Select your Bank ==	
	Make Payment	
	Cancel	



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							
A Online Admission Form 📼		Upload Docu	ument For Admission As p	er Eligibility Criteria - 2022-23			
C Document Upload New	Sr.	Application No.	Course Name	Action			
🛓 Personal Details 🛇	1	M210016692	Nanotechnology	Upload Documents	_		
♥ Address Details ♥							

Upload Documents for Nanotechnology	Upload
10th Class Certificate (This is required information)	Research proposal in Urdu Elindi Persian/Arabic (in pdf) (This is required information)
Choose file Bhowse	Chose file Brown
	Upload
Uplead	
12th Class Certificate	ProvePrint prezenanties with 5 os 5 tilden (in pdf) Chocce file Browne
Chaose file Browse	Caase nor norme
	Lipkod
Uplend	OBC Certificate (This is required information)
Graduation Certificate	Choose file Iteressa
Choose file Browse	Opena
	Transfer Certificate
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Choose file Browse	Upload
	Migratios Certificate
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Research proposal in English (in pdf) (This is required information)	Upload
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After successful upload of all the required documents the application process shall complete.



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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 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.

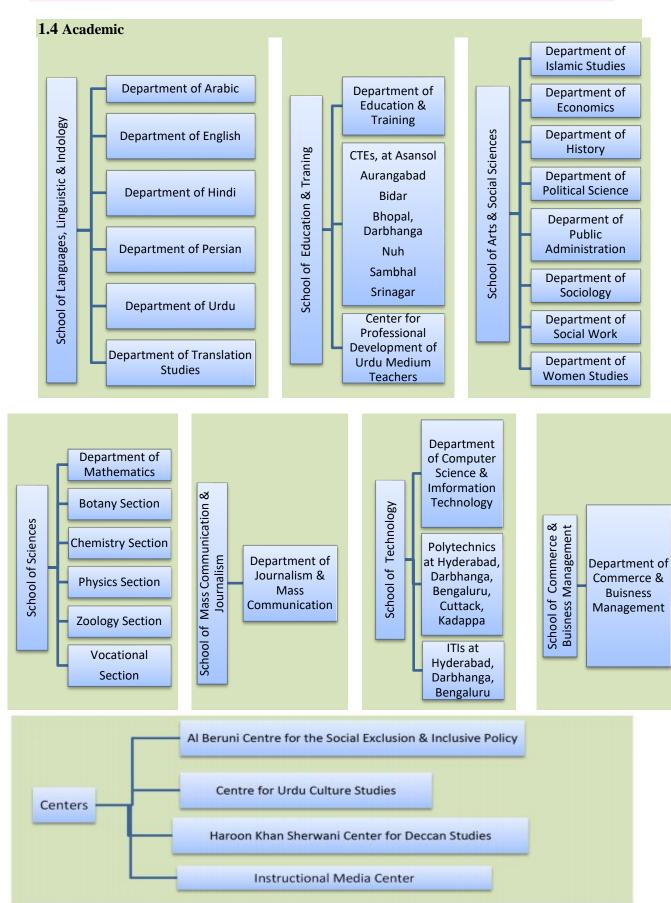
1.3 Mandates and Objectives

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 endeavours 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

MANUU





MANUU Ph.D. Part Time Prospectus 2023-24 (Winter Session)



The Departments are currently offering 101 programs (29 Ph.D.; 29 PG; 13 UG, 09 Diploma and 21 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 MoE such as Swacch Bharat Abhiyan; Swacch Bharat - Swasth Bharat; Swatchhata 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 2016 and re-accredited with 'A+ Grade' in 2022. 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-campuses 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 thorough 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 will fulfill 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 (Harvana), 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 fulfill 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 Persons with Disabilities etc.

2.0 School of Commerce and 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.

Ph.D. Part time Programme in Sponsored / Self-financing Mode in Specialized field in Management & 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 Commerce and 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 & Commerce Stream for the persons working in industry/Corporate Sector from the academic year 2022-23 onwards with a special fee sponsored by their employer.

Ph.D. Management	
Specialization	Vacancy of PhD seats
Financial Management	02
Marketing Management	04
Human Resource Management	03
Total	09
UR-5, OBC-2, SC-1, S	T-1, EWS-0



Ph.D. Commerce				
General Management/ Entrepreneurship	02			
Commerce/Finance	04			
Total	06			
(UR-1, OBC-2, SC-1, ST-1, EWS-1)				

3.0 School of Sciences

The School has been offering UG programs in Mathematics, Physics, Chemistry, Botany, Computer Science and Zoology and a PG Program in Mathematics since 2014 and adopted NEP program from academic year 2023-24 at UG level. Along with these regular programs, the School is also running Vocational courses at UG level (B.Voc. MLT & MIT) from the year 2019. From this academic year 2023-24 all the sections have started the PG programs i.e., M.Sc. (Botany, Chemistry, Physics & Zoology) and Vocational courses at PG level (M.Voc-MIT & MLT) in Self-financing Mode. From the year 2017 onwards all the Sections/Department were enrolling Regular Ph.D. students. Apart from regular mode, Ph.D. Part-Time Program in Sponsored Self-financing Mode was also introduced in all five subjects of Sciences in the year 2021-22.

The School is currently running five Ph.D. Programs: Mathematics, Physics, Chemistry, Botany, and Zoology and 7 PG Programmes: M.Sc. in Botany, Chemistry, Mathematics, Physics, Zoology, and M.Voc. (MLT and MIT) and UG Programmes: 4YUG in Science stream with Dual Major (Botany/Chemistry/ Mathematics/Physics/Zoology), B.Voc. (MLT) and B.Voc. (MIT).

Specialization	Vacancy of PhD seats				
Department of Mathematics					
Celestial Mechanics	01				
Applications of Wavelet Theory	01				
Analysis Algebra	01				
Fractional Calculus	01				
Geometry of Submanifold	01				
Bio Fluid Dynamics	01				
Physics Section					
Atmospheric Physics	01				
Cosmology	01				
Astronomy & Astrophysics	01				
Chemistry Section					
Heterocyclic Chemistry / Medicinal Chemistry	02				
Bioorganic Chemistry					
Bio-Catalyzed Synthesis	01				
Zoology Section					
Therapeutic Aspects of Medicinally active compounds in Cancer	01				
Progression					
Botany Section					
Allelopathy, Plant natural products	02				
Stress Physiology	01				
Phytopathology / Herbal Drugs	04				
Total	21				

Ph.D. Part time Programme in Sponsored / Self-financing Mode in Specialized field in Sciences



	UR	OBC	SC	ST	EWS	Total
Botany	2	2	1	1	1	7
Chemistry	2	1	1	0	0	4
Mathematics	2	2	1	1	0	6
Physics	2	0	0	0	1	3
Zoology	0	1	0	0	0	1
					Total	21

Subject-wise seats

4.0 School of Technology

School of Technology (formerly School of Computer Science and Information Technology), was established in 2014 with the objective to create a congenial environment for inspiring students, retaining outstanding teachers, providing quality teaching and developing cutting-edge technology for technological intervention. The School is currently having one Department viz., Department of Computer Science & Information Technology.

The School also comprises of five Polytechnics located at Hyderabad, Bengaluru, Darbhanga, Kadapa and Cuttack and three ITI's located at Hyderabad, Darbhanga and Bengaluru. Department of Computer Science and Information Technology was established in 2006 with the aim to impart quality education and achieve the vision of excellence in the field of Computer Science, IT and interdisciplinary research. Presently, Department of Computer Science and Information Technology offering B.Tech (Computer Science), M.Tech in Computer Science and MCA (two-years) programmes all approved by the All India Council for Technical Education (AICTE). Department also provide options of Lateral entry into second year of B.Tech. (Computer Science) for Polytechnic students.

Department of Computer Science and Information Technology provide an excellent learning environment with dedicated young faculty members, state-of-the-art laboratories and innovative academic processes. We focus on providing an in-depth knowledge in the field of Artificial Intelligence, Personalized learning, Machine learning, Computational sustainability, Block chain technology, semantic web, internet of things (IoT) and other allied fields of computer science & IT. We aspire our students towards becoming next generation IT professionals capable of generating programming and logical skills, providing networking solutions and becoming leaders in software industry, government and academia.

Theme	Vacancy of PhD seats	
Data Science and Machine Learning	01	
Smart Computing/IoT	01	
Semantic Web	01	
AI/ML/Deep Learning	01	
Total		
	Data Science and Machine Learning Smart Computing/IoT Semantic Web AI/ML/Deep Learning	

Ph.D. Part time Programme in Sponsored / Self-financing Mode in Specialized field in Computer Sciences & Information Technology

MANUU Ph.D. Part Time Prospectus 2023-24 (Winter Session)



5.0 School of Education & Training

The School of Education & Training was established in 2006. The objective of School of Education and Training is to prepare a community of excellent school teachers and teacher educators rooted in tradition and well equipped for future. The emphasis of the school is on the functional relationship between knowledge generation, theory development and effective practice through Urdu medium. The School of Education & Training is well equipped in terms of faculty and infrastructure. MANUU has focused on preparing teachers for Urdu medium schools since its inception. The first batch of D.Ed. Programme was started in 2001 followed by the establishment of the Department of Education and Training in 2004 with the addition of B.Ed. Programme in the same year. The Research Programme in Education was started in 2008 in the Department of Education and Training and it was later extended to CTEs.

Ph.D. Part time Programme in Sponsored / Self-financing Mode in Specialized field in Educations and Training

The Ph.D. Part time Programme in Sponsored / Self-financing Mode (in Education) will be offered at Department of Education and Training, MANUU, Hyderabad.

S. No	Area of Research Specialization	Vacancy of PhD seats
1.	Teacher Education	08
2.	Minority Education	02
3.	Educational Psychology	04
4.	ICT/Educational Technology	05
5.	Educational Management, Planning and Finance	03
6.	Educational Assessment and Evaluation	02
7.	Guidance and Counselling	02
8.	Inclusive Education	02
9.	Language Education	03
10.	Mathematics Education	01
11.	Science Education	04
12.	Social Science Education	02
Total		38
(UR-15, OBC-11, SC-5, ST-3, EWS-4)		

6.0 H.K. Sherwani Centre for Deccan Studies

The Maulana Azad National Urdu University established the H.K. Sherwani Centre for Deccan Studies in 2012 after the renowned Indian historian, scholar and author, Haroon Khan Sherwani, whose work still remains unsurpassed on the Deccan. The Centre's vision and mission, niche areas of research and interdisciplinary focus have been specifically framed keeping in mind that the Deccan remains an understudied region. Since the Centre brings within its purview, areas of study ranging from the natural sciences to the social sciences and the humanities, it focuses on different streams of study – archaeological, historical, geographical, geological, artistic, literary and culture studies, and area/regional studies that converge to produce healthy academic standards. The Centre has established international outreach and has developed into a robust research unit to facilitate scholars undertaking research primarily on the states of Andhra Pradesh, Telangana, Maharashtra, Karnataka and Goa. The Centre regularly organizes seminars, workshops, and symposia on the themes pertaining to the Deccan.



Ph.D. Part time Programme in Sponsored / Self-financing Mode in Specialized field in Deccan Studies

Specialization	Vacancy of PhD seats
Socio-Economic History of the Deccan	02
Cultural Memories of the Deccan	02
Studies in Science/Technology/Environment of the Deccan	01
Total	05
(UR-4, OBC-1, SC-0, ST-0, EWS-0)	

7.0 School of Arts and Social Sciences

The University has established the School of Arts and Social Sciences in the year 2005 to establish standards for educational programmes offered under Arts and Social Sciences. The main objective of the School is to offer programmes of study that influence the passion of human concerns for philosophical, social, political, economical, historical and public life and to play an important role in understanding the issues that deal with the society and gender. The School is currently having eight Departments and is the largest of all schools in the University and also offers programmes at satellite campuses at Lucknow (U.P.) and Srinagar (J & K).

7.1 Department of Political Science:

The Department was established as an independent department in 2015. The Department of Political Science at MANUU has rapidly evolved into a hub of political scholarship and learning. Initially part of the Department of Public Administration, it now stands as a distinct entity, offering comprehensive study programmes at the Bachelor's, Master's, and Doctoral levels. The academic environment at the department is designed to foster innovative and critical thinking, preparing our students not just as effective citizens but also for a wide array of contemporary careers.

Our faculty, a blend of youth and experience, is deeply committed to delivering a superior educational experience to our students and researchers. The department is focused on emerging as a center of excellence in learning and scholarship, characterized by a multidimensional learning approach that interweaves rigorous academics with practical, applied, and cross-disciplinary perspectives. This approach ensures a profound understanding of political science in various contexts.

The Department of Political Science at Maulana Azad National Urdu University (MANUU), Hyderabad, is pleased to announce the opening of its Ph.D. Part-Time Programmes in a Sponsored Self-Financing Mode. This exciting opportunity is tailor-made for individuals who are passionate about delving deep into the realms of Political Science and contributing to the field through rigorous research. The department is dedicated to nurturing high-quality research, creating an environment conducive to scholarly activities. Our focus areas include Comparative Politics, Indian and State Politics, International Relations, and Election Studies, among others. We emphasize producing socially relevant research that is both theoretical and applied, cutting across various disciplines.

Eligibility: For students in the general category, a minimum of 55% is required in MA Political Science/International Relations. Relaxations for other categories will be in accordance with the University norms.

MANUU Ph.D. Part Time Prospectus 2023-24 (Winter Session)



7.2 Department of Social Work:

The Department of Social Work is committed to impart social work education to Urdu speaking masses. It aims to develop social work professionals committed to social justice for human well-being. The department endeavours to facilitate the students in questioning structural inequalities, imbibing progressive human values and developing competencies to work with people on the margins. The department offers Master of Social Work (MSW) and Ph.D. (Social Work) programmes. The research programme of the department focuses on minorities with special reference to gender issues with emphasis on practice based/intervention research.

Eligibility: The department invites applications for *Ph.D. Part Time Programme in Sponsored Self Financing Mode* from the eligible candidates with post-graduation in social work.

7.3. Department of History

The Department of History was established in 2014. The Department offers M.A. in History and Ph.D. programme. The Department has experienced teachers drawn from various reputed universities. The syllabi has been framed keeping in view the national interests, country's ethos, employability of students and objective of the University to promote women's development and other sections of the marginalized communities. Its aim, in particular, is to nurture the spirit of national integration and multiculturalism within the globally-set standards of quality teaching and research. The Department has plans to start diploma programmes in Tourism Management, Museology, Epigraphy, Numismatics and Archival Management.

Ph.D. Part time Programme in Sponsored / Self-financing Mode in Specialized field in Social	
Sciences	

Specialization	Vacancy of PhD seats		
Department of History			
Economic History of India			
Indian Numismatics			
Social and Cultural History of India			
Regional History (Kashmir, Kerala, and other regions)	05		
Intellectual History	05		
Gender History			
India and west Asia			
History of Science and Technology in India			
UR-1, OBC-2, SC-1, ST-1, EWS-0			
Department of Political Science			
Comparative Politics and Systems	1		
Indian and State Politics	2		
International Relations & Related Areas	1		
Election Studies, Political Sociology, and Political Economy	2		
UR-3, OBC-1, SC-1, ST-0, EWS-1			
Department of Social work			
Social Work Education	1		
Community Development	1		
Public Health and Mental Health	1		
Dalits and Muslims	1		
UR-2, OBC-1, SC-1, ST-0, EWS-0			



8.0 School of Mass Communication and Journalism

The University created the School of Mass Communication and Journalism in the year 1999 to establish standards for educational programs in the area of Mass Communication and Journalism.

The Department of Mass Communication and Journalism was launched on September 13, 2004, and has made steady strides since then. It has an M.A. (JMC) Program that trains Urdu-speaking students for careers in the ever expanding field of media. The main objective of the Department is to produce professionals who are trained and equipped to cope up with emerging challenges in the field of electronic and print media and communication research. In 2014 a Ph.D. (JMC) course then 2018 UG course was introduced.

The Objective of the School is to train Quality Professionals in the field of Mass Communication and Journalism based on Maulana Abul Kalam Azad's legacy for ethos and richly laced journalistic expression. The program provides professional training in the ever expanding field of Media in Urdu medium. The main aim of the Program is to produce professionals who are well trained and well equipped to cope up with emerging challenges in the field of Print and Electronic Media.

The School currently has one department: The Department of mass communication and Journalism.

Specialization	Vacancy of PhD seats	
Department of Mass Communication and Journalism		
1. Mass Communication		
2. Journalism		
3. Public Relation & Corporate Communication	01	
4. Film, Television, & Social Media		
5. Development Communication		
1. Media and Communications Studies,		
2. Media and Cultural Studies.	04	
3. Broadcast Journalism		
4. Digital Media		
1. Adversiting		
2. Film Studies	02	
3. Media Ethics		
4. English Journalist Skills		
5. Communication Research		
UR-3, OBC-2, SC-1, ST-0, EWS-1		

9.0 Admission guidelines for Ph.D. Part time Programme in Sponsored / Self-financing Mode

9.1 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. Part time Programme (Sponsored / Self-financing) are based on entrance test. The University



website- www.manuu.edu.in provides link for Registration and Application Form for admissions, January 2024. 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) 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. For qualifying for admission all candidates have to secure 50% marks in the interview (RAT qualified and RAT exempeted candidates).
- (d) 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.
- (e) Applicants need not send hard copy / printed application form to the University.

9.2. Admissions to Ph.D. Part time Programme 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.

For Education: 55% marks in M.Ed or Equivalent (55% in both B.Ed and M.A in Education) for general category students and relaxation to other categories as per GoI rules.

- 2. General Eligibility: Professionals such as working engineers, scientists, senior executives, managerial staff, self-employed entrepreneurs / startup promoters / innovators and academic administrators 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, Culture, Finance, Science & Technology, Education or other ministries of the Government of India or any other government organization;
- b) Established industrial research and development organizations / corporates / museums / archives / research institutes / libraries ;
- c) Autonomous bodies and public undertakings;
- d) NCERT / SCERT / State or Central Government Department or Ministry or Educational Entrepreneur / NGOs etc.
- (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), 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 Institution 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 six months for attending the classes of the PhD course work.
 - 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.

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 shall submit an assurance from the employer that the required leave of six months 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.
- 5. 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.
- 6. *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, 2022) amended from time to time.
- 7. *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, School of Education & Training, H.K. Sherwani Centre for Deccan Studies and School of Commerce and Business Management at MANUU Main Campus, Hyderabad.
- 8. *RAT Exempted Category*: Research Admission Test (RAT) will not be insisted for the following category of applicants' subject to fulfillment of other eligibility conditions:

MANUU



- (i) 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 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.
 - (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 B or above with evidence of research.
- (ii) Candidates who qualified either of the following:
 - (a) UGC-CSIR/JRF/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.

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 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
M.Phil. candidates who have been admitted through entrance test and awarded degree	50 Marks

9.3. Reservation in Ph.D. Part time Programme in Sponsored / Self-financing Mode category admissions

The University follows the reservation policies of the Government of India issued from time to time. 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/EWS (NCL) and certain other categories as per University norms.



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

Reservations:			
А		Schedule Caste (SC)	15%
В		Scheduled Tribe (ST)	7.5%
С		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			

9.4. 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.

9.5. 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) from any university and in any mode (regular / part time) simultaneously with the research programme.
- 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 <u>admissionsregular@manuu.edu.in</u> with all details and copies of payment receipts within 2 weeks of payment. After due verification the refund process will be initiated.



10. 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 <u>www.manuu.edu.in</u>, <u>https://manuucoe.in/PTAdmission/index.php/</u>.
- 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:
 - 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 hard copy of the application to MANUU.

11. Fee structure for Ph.D. Part time Programme 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. 22,000/- per semester.
5	Topic modification / Synopsis resubmission fee	Rs. 5000/-
6	Thesis submission and Evaluation fee	Rs. 25,000/-



12. Important Addresses and Telephone Numbers

S.No	Department	Tel. No./ E-mail	
1.	Dean, School of Commerce and Business	9848423435/dean.bmc@manuu.edu.in	
1.	Management	<u>7040423433/dean.one@manuu.edu.m</u>	
2.	Dean, School of Sciences	9598066258/dean.sos@gmail.com	
3.	Dean, School of Technology	8297097786/dean.sot@manuu.edu.in	
4.	Dean, School of Education & Training	9849494608/dean.education@manuu.edu.in	
5.	Dean & Head, School of Mass	9966058101/ dean.mcj@manuu.edu.in	
	Communication & Journalism	mfariyad2008@gmail.com	
6.	Dean, School of Arts & Social Sciences	9010711816 / dean.sass@manuu.edu.in	
7.	Head, Department of Management & Commerce	9849325765/ <u>hod.bmc@manuu.edu.in</u>	
8.	Head, Department of Computer Science & Information Technology.	9959829128/ hod.csit@manuu.edu.in	
9.	Head, Department of Education & Training	9100497138/ hod.education@manuu.edu.in	
10.	Head, Department of Mathematics	9247825104/hod.maths@manuu.edu.in	
11.	Physics section	9849098620/ aleem.physics@manuu.ac.in	
12.	Chemistry section	9598066258/ sahmad_phd@yahoo.co.in	
13.	Botany section	9440366462/ maqboolmanuu@yahoo.com	
14.	Zoology section	9885186923/ parveenjahan@manuu.edu.in	
15.	Head, Dept. of Political Science	9985499360 / hod.polscience@manuu.edu.in	
16.	Head, Dept. of History	7893965970 / hod.history@manuu.edu.in	
17.	Head, Dept. of Social Work	9958222106 / hod.socialwork@manuu.edu.in	
18.	H.K. Sherwani Centre for Deccan Studies	9849086095/salmafarooqui@manuu.edu.in	
19.	Director, Directorate of Admissions	<u>040-23006612/ EXTN 1801</u>	
1),	(DoA)	dir.admissions@manuu.edu.in	
20.	Office of Controller of Examinations	040-23006605/ <u>coe@manuu.edu.in</u>	
21.	Office of DSW	9885700584/ <u>dsw@manuu.edu.in</u>	
22.	Office of Dean Academic Affairs	040-23006612/ EXTN 1610/	
	Since of Dean Academic Arrans	academics@manuu.edu.in	
23.	Public Relations Office	040-23006606/ proffice@manuu.edu.in	
24.	University EPABX numbers	040-23006612 to 15	
L			

13. Format of Experience letter, NOC, OBC, EWS Certificates

Experience Letter

Name of the Organisation (It has to be the top of the page. Mostly an organisation's name is clearly mentioned on the official letterhead.)

TO WHOM IT MAY CONCERN

Date of Issuance

(This part includes an exact date of issuance of the experienced letter and the employee's leaving the organisation)

Name of the Employee Tenure of Service (The tenure of service comprises the period of employment, nature of employment & duration) Designation Roles and Responsibilities Brief description of the employee's course of employment and a positive statement from their manager or supervisor.

Include a signature line. The letter should end with a professional signature line, which will include the name of the employer who writes the letter, the designation and the company's seal and signature); For example,

Sincerely,

Employer's Name

Designation

Signature

Company's Seal



Ph.D. Part time Programme in Sponsored / Self-financing Mode Candidates (This should be typed on the letterhead of the employee's organization)

То

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

Date:

Sub.: No-Objection Certificate for pursuing Ph.D. Part time Programme in Sponsored / Self-financing Mode at MANUU Hyderabad.

Dear Sir/Madam,

We	have	no	objection	if
Mr./Ms			-	
an employe	e of our organisation	/ institute, is adm	nitted to the Ph.D. Program	nme under
the School/	Center of		at MANUU Hyderabad	as a Ph.D.
Part time Pr	ogramme in Sponsor	ed / Self-financin	ng Mode 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 Ph.D. Part-time programme in Sponsored Self Finance mode at MANUU Hyderabad.

Signature & Seal of Head of the Organization/ Institute

MANUU Ph.D. Part Time Prospectus 2023-24 (Winter Session)



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

OBC-NCL Certificate Format (Issued after Jan, 2023)

FORM OF CERTIFICATE TO BE PRODUCED BY ⊕THER 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	9
	mmunity that is recognized as a backw	ard
class under Government of India**, Ministry	of Social Justice and Empowerment's	
Resolution No	dated	***
Shri/Smt./Kumand/or		
his/her family ordinarily reside(s) in the		
District/Division of the	State/Union Territory. T	his is
also to certify that he/she does NOT belon	g to the persons/sections (Creamy	/Layer)
mentioned in Column 3 of the Schedule to the		
Personnel & Training O.M. No. 36012/22/93-	Estt. (SCT) dated 08/09/93 which is	
modified vide OM No. 36033/3/2004 Estt.(Re	s.) dated 09/03/2004, further modified	d
vide OM No. 36033/3/2004-Estt. (Res.) dated	14/10/2008, again further modified vi	ide 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/ Ist Class Stipendiary Magistrate/ Sub-Divisional magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (not below the rank of Ist 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



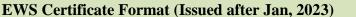
OBC-NCL Certificate Format (Issued after Jan, 2023)

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	s to certify that Shri/Smt./Kum.		Son/Daughter of Shri/Smt.
			District/Division
			State belongs to the
	unity which is recognized as a back		
a)	Resolution No. 12011/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary Part I Section No. 186 dated 13/09/93.		
b)		ed 19/10/94 published in	the Gazette of India Extraordinary Part I Section I No. 163
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)			
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)			
h)			
i)	dated 06/12/99.		the Gazette of India Extraordinary Part I Section I No. 270
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 dat 210 dated 21/09/2000.	ted 21/09/2000 published	in the Gazette of India Extraordinary Part I Section I No
1)	Resolution No. 12015/9/2000-BCC da		
m)) Resolution No. 12011/1/2001-BCC dated 19/06/2003.		
n)			
0)	Resolution No. 12011/9/2004-BCC d. 210 dated 16/01/2006.	ated 16/01/2006 publishe	d in the Gazette of India Extraordinary Part I Section I No.
Shri/Sr	mt./Kum.		and/ or his family ordinarily reside(s) in the
			State. This is also to certify
			ayer) mentioned in Column 3 of the Schedule to the
	· ·		No. 36012/22/93-Estt.(SCT) dated 08/09/93 which is
	ed vide OM No. 36033/3/2004 Estt.		
Dated:			District Magistrate/
Duiter.		· · ·	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.



⁷.

Annexure-l

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

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No.

VALID FOR THE YEAR_____

This is to certify that Shri/Smt./Kumari	son/daughter/wife of , Village/Street
Post Office District	t in the State/Union Territory
Pin Code whose p	hotograph 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*** :	
1. 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 _____

Date:

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. Sucura



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: <u>www.manuu.edu.in</u>

