



Date:17/3/2026

Instructions and Guidelines for Payment of PhD Fees

All PhD scholars are required to pay their prescribed fees within the stipulated time as notified by the University. The following instructions and guidelines must be followed while paying the PhD fees:

1. Payment Schedule

- PhD fees must be paid **semester-wise** as per the university rules.
- Students must ensure that the fees are paid **on or before the due date** mentioned in the university notification.
- **Last Date of Admission Fees – 31/3/2026 for Qualified Students list**
- **First Term Fees Rs.60000(Note: Students have to Submit 5 PDC cheque to university)**

2. Mode of Payment

- Fees should be paid through the **official online payment portal of the University**
- Students must mention their **Enrolment Number / Registration Number / Name** correctly while making the payment.

3. Submission of Fee Receipt

- After successful payment, students must **download and keep the payment receipt** for their record.
- A copy of the **fee receipt must be submitted to the PhD Section / Research Cell** of the University.

4. Late Payment

- If the fees are not paid within the due date, **late fees may be applicable** as per university rules. **(5000 Rs Penalty per every month of late fees submission)**
- Continuous non-payment of fees may result in **withholding of registration or cancellation of PhD admission.**

5. Eligibility for Academic Activities

- Only those scholars who have **paid all prescribed fees** will be eligible for:
- Course work / research activities
- Submission of progress reports
- Pre-PhD presentation
- Thesis submission
- Any other academic or administrative process.

6. Fee Verification

- Scholars must verify that their **fees are updated in the university records** after payment.

7. Contact for Assistance

- For any issues related to fee payment, students should contact the **Accounts Section / PhD Section / Research Cell of the University.**

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Deputy registrar