

INDIAN INSTITUTE OF SCIENCE EDUCATION RESEARCH THIRUVANANTHAPURAM

INSTRUCTIONS TO CANDIDATES

Online application for Int. PhD Admission at IISER Thiruvananthapuram involves two parts

(i) Account creation, (ii) Application .

Part (i) Account Creation

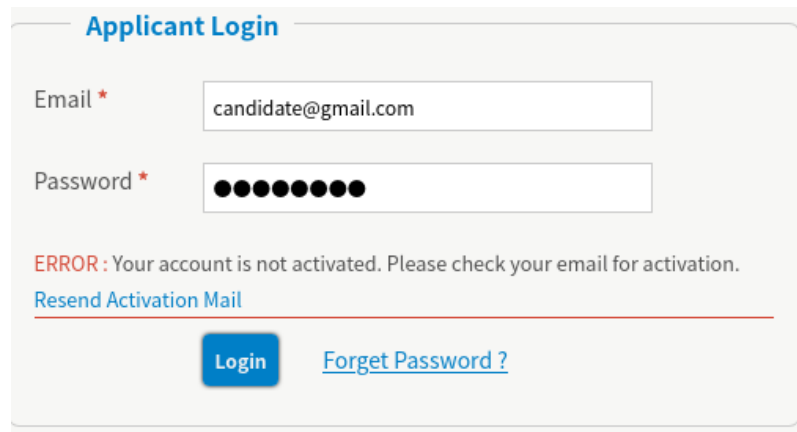
Step 1: Visit the application portal link (<http://appserv.iisertvm.ac.in/iphd>) and click “Apply Now” button. You will be taken to a simple registration form as shown in the below figure. Fill the form and register yourself in the application portal.

The image shows a registration form titled "Applicant Registration". It contains the following fields and elements:

- Full Name *
- Email *
- Confirm Email *
- Password *
- Confirm Password *
- Captcha * (with a visual captcha showing "U W 03 0") and a text input field labeled "Enter the shown text")
- A blue "Register" button at the bottom.

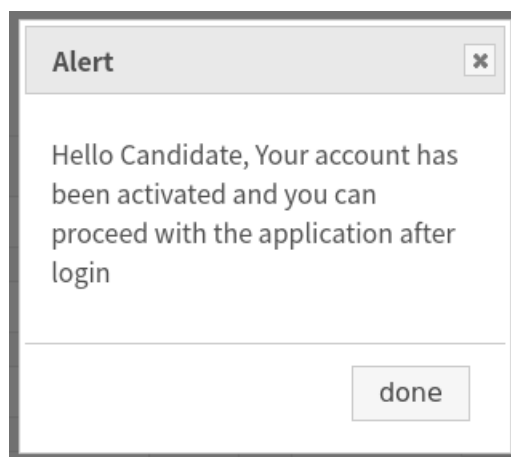
Step 2: After registration you will receive an activation email. It may take a maximum of 15 minutes to get the email. If you didn't get the email even after 15 minutes, make sure to check your spam/junk directories. To regenerate the activation email kindly try to login to the portal with the registered email and chosen password,

you will be provided with an link to resend the activation email as shown below.



The screenshot shows a web form titled "Applicant Login". It contains two input fields: "Email *" with the value "candidate@gmail.com" and "Password *" with masked characters. Below the fields, a red error message reads: "ERROR: Your account is not activated. Please check your email for activation." Underneath the error message is a blue link labeled "Resend Activation Mail". At the bottom of the form, there is a blue "Login" button and a blue link labeled "Forget Password?".

Upon receiving the activation mail, click on the activation link in the email. Your account will be activated and you will get an success message as shown below.



Step 3: Login in to your account with the registered email and chosen password. Great, now you should have completed the account creation process. Soon after successful login you will be taken to the application form.

Part (ii) Application

This part consists of 5 steps,

- Application Form
- Document Upload
- Payment
- Preview
- Final Submit

Step 1: The first step is the application form filling. This consists of different sections such as Personal Information, Qualifying degree, Academic Records, Qualifying National Level Examination, Referee details, Parents details etc. The entire screen shot of the application can be seen from [here](#)

Fill the form and click “Save and Proceed” button. At this point you have completed the step 1 and if you wish you can logout and proceed the application later. Your data in the Step 1 will be saved and you will be taken to Step 2 on next login.

Step 2: This step is for uploading all the scanned copy of supporting documents The entire screen shot of this step can be seen from [here](#).

The documents to be uploaded are

- Passport size photo (jpeg/jpg format not more than 500 KB)
- Signature (jpeg/jpg format not more than 500 KB)
- Proof for Date of Birth (jpeg/jpg format not more than 2048 KB)
- Category Certificate (jpeg/jpg format not more than 2048 KB) Candidates belong to GEN category need not to upload any category certificate. Candidates belongs to OBC-NCL and GEN-EWS have to upload the respective category certificate in the prescribed format.
- Proof for clearing Secondary Level examination (jpeg/jpg format not more than 2048 KB)
- Proof for clearing Higher Secondary Level examination (jpeg/jpg format not more than 2048 KB)
- Proof for Bachelors Level (jpeg/jpg format not more than 2048 KB)

- Proof for Clearing National Level Eligibility Examination (jpeg/jpg format not more than 2048 KB) { This is not applicable for School of Chemistry }

After uploading all the required documents, click “Save and Proceed” , you will be taken to the “Payment” step.

Step 3: Step 3 is for paying application fee.

The amount of fee to be paid and the payment link will be given in the page.

- Click “Click to Pay” .
- A new page will open in a new tab.
- Fill the details and complete the online payment.
- Upon successful payment , you will be able to print the receipt.
- Click “print receipt” button and save the receipt for future reference.
- Return to the application portal and enter the “Transaction Reference Number” in the appropriate field. The transaction reference number can be found in the payment receipt.
- Click “Save and Proceed”.

Candidates belongs to “SC/ST” categories are exempted from fee payment, they can simply skip this step by click “Skip and Continue”

Step 4: Step 4 consists of a preview of your application, please review the application carefully and edit if required (Application can be edited by going back to respective steps).

After reviewing the application **do not forget to click the “SUBMIT APPLICATION” button** failing which your application will not be considered.

Step 5: After clicking “SUBMIT APPLICATION” button in the Step four, your application will be submitted and no more edits/modifications will be allowed. You will receive an acknowledgement email with in 15 minutes of submission with an unique application number. Kindly retain the email and Unique application ID for future

references.

Please do not forget to print (or download as pdf) you application form after this step.

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