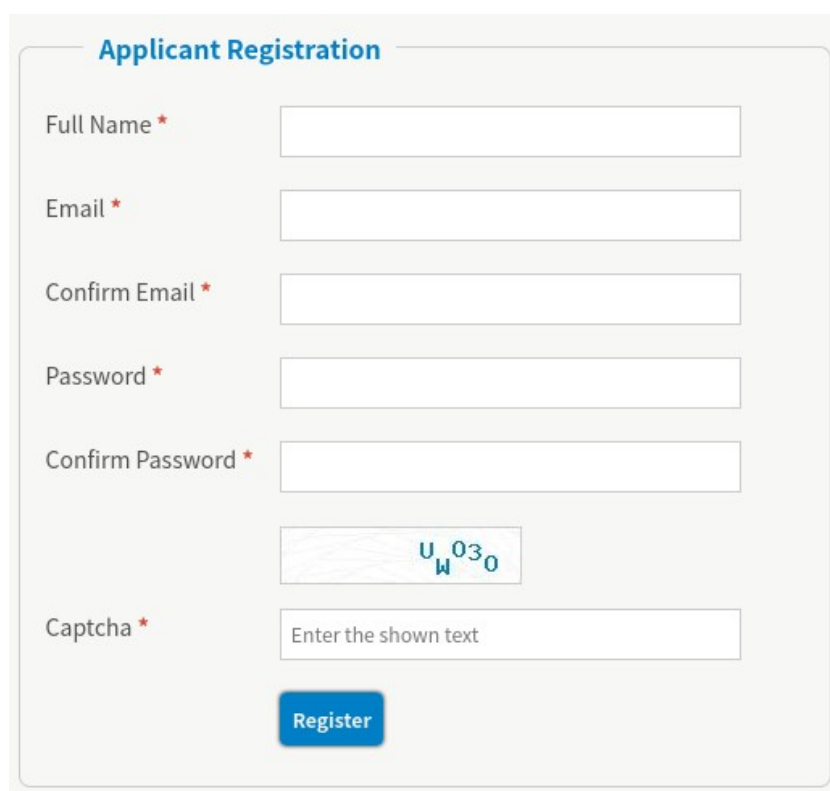

INDIAN INSTITUTE OF SCIENCE EDUCATION RESEARCH THIRUVANANTHAPURAM**INSTRUCTIONS TO CANDIDATES**

Online application for 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/phd>) 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.

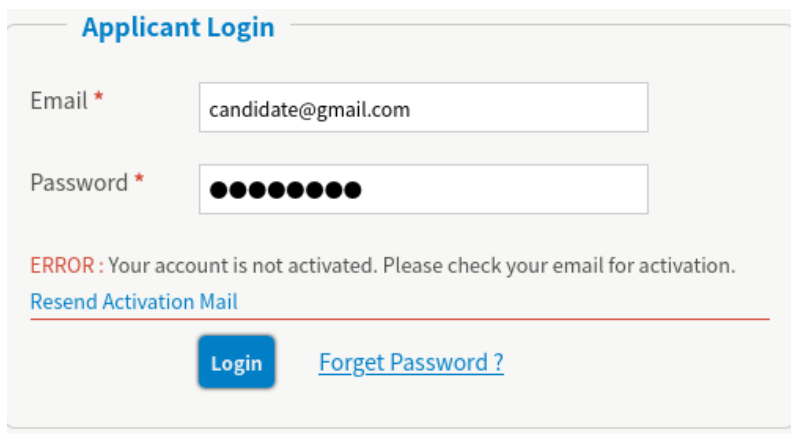


The image shows a registration form titled "Applicant Registration". It contains the following fields and elements:

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

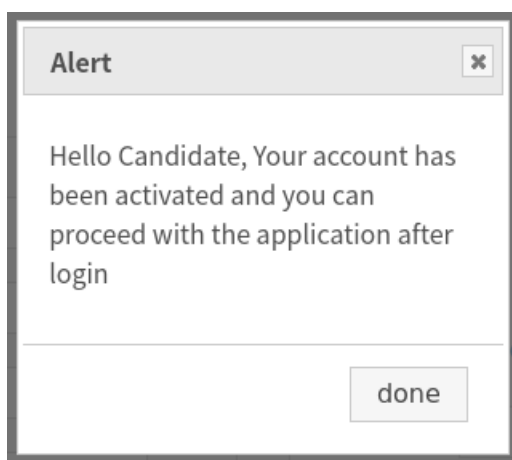
Step 2: After registration you will receive an activation email. It may take a maximum of 15 minutes to get the email. If you didn't get the email even after 15 minutes, make sure to check your spam/junk directories. To regenerate the activation email kindly try to login to the portal with the

registered email and chosen password, you will be provided with an link to resend the activation email as shown below.



The screenshot shows a login form titled "Applicant Login". It contains two input fields: "Email *" with the value "candidate@gmail.com" and "Password *" with masked characters. Below the fields is a red error message: "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 are two buttons: 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 formt.

- 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 Master's Level (jpeg/jpg format not more than 2048 KB)
- Proof for Clearing National Level Eligibility Examination (jpeg/jpg format not more than 2048 KB)
- PwD Certificate (jpeg/jpg format not more than 2048 KB)
{Applicable only for PwD candidates}

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 screen shot of this step can be seen from [here](#) .

A link to the State Bank Collect website will be given in this page, please follow the link and in the SBI Collect website click "Proceed" and choose Kerala → Educational Institutions → IISER Thiruvananthapuram → PhD & IPhD application Fee and pay the fee amount shown in the application portal.

You can use Debit / Credit Cards, Internet Banking for making Online payment. After successful payment do not forget to download the Online payment receipt for future reference.

Enter the Payment DU number and Payment date in the provided fields of Step 3. Payment DU number can be seen from the downloaded Online receipt from SBI collect website. Click "Save and Proceed".

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.

End of File