

SVKM's NMIMS

School of Business Management

Instruction Sheet

Ph.D. - Management Programme (Batch - 2020)

1. Programmes: Ph. D. in Management

Specialization in Finance, Economics, Human Resources and Behavioral Science, Information Systems, Communications, Marketing, Business Policy and General Management.

2. Eligibility for Ph.D:

- Candidates for admission to the programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

Note:

- Part Time Ph. D. (Working Executives / Academics Mode) will require at least 5 years Full Time Work experience in executive or supervisory capacity up to the date of written test / personal interview (out of which at least 2 years work experience should be after obtaining Master's Degree)
- No work experience is necessary for full time candidates
- The experience should be full time experience and will NOT include part time experience, internships, projects, training period, trainee (management, engineering) etc.
- Those candidates who have obtained their degree by doing a part-time course or through distance learning, correspondence courses, externally, open school from recognized University are eligible to apply and register as per UGC guidelines.
- Candidates appearing or awaiting for final year result are not eligible to apply. Candidates are required to submit all mark sheet/s / certificates at the time of admission.
- Candidates are required to submit Graduation & Master's degree all mark sheets for all years, also AIU Certificate (University Equivalence) is mandatory for those candidates who have completed their graduation/post-graduation from Overseas Universities.

3. Duration of the Programme:

Minimum 3 years and Maximum 6 years (including course work) as per UGC guidelines dated July 5,2016

4. In Take Capacity: - 20 seats

Sr. No	Specialization	Intake
1	Finance	4
2	Economics	3
3	Human Resources and Behavioural Science	3
4	Information Systems	2
5	Marketing	3
6	Communication	2
7	Business Policy and General Management	3

5. Online Registration and Fees

- Online registration at www.nmims.edu
- Before filling the online form, please read all the instructions carefully mentioned in the instruction sheet and also refer the important dates.
- Online Registration Fee is Rs. 2000/- plus applicable taxes to be paid by Credit Card (Visa / Master).
- Registration Fee is non-refundable.

Submission of Documents

Please upload below mentioned list of document using the link given in Call letter (Wednesday, 20th May, 2020) It is important and primary requirement to upload the mandatory documents before Entrance test.

- Attested copies of Graduation Mark sheet and Degree Certificate (Convocation certificate)
- Attested copies of Post-Graduation Mark sheet and Degree Certificate (Convocation certificate)
- Work Experience certificate (5 years' experience) (as applicable) (If the work experience certificate is in more than one company a separate work experience certificate signed by the employer stating clearly the nature of work experience is to be submitted. The work experience certificate must contain the date of joining, designation, date of relieving (if applicable) and the level at which the designation is covered in the organization. If the current designation or the designation at the time of leaving the organization (as applicable) is / was different than the designation at the time of joining than in such case candidate must provide the copy of the appointment letter.
- Statement of Purpose (format available on website www.nmims.edu). SOP should describe area of research and the candidate's reason for pursuing Ph.D. Statement of Purpose should not exceed 1000 words, or two pages with 12 – point font in MS Word.
- UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE examination or other equivalent examinations certificate (if appeared)

No Candidate will be permitted to attend admission test unless he/ she submits the application along with SOP in time AND completes the selection process successfully.

6. Selection Process: - Part Time / Full Time Ph. D

The candidate must have passed Admission Test conducted by the University.

OR

The candidate is qualified in UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE / Teacher Fellowship examination of the apex bodies in higher/technical professional education or other equivalent examination over a period of last 3 years.

a) Written Test:

- Section A: NMIMS written Research Ability Test
- Section B: Critique a Research Manuscript (subject specific written test)

The candidate must have qualified written test with qualifying marks as 50% conducted by the NMIMS University.

Note: Candidates those who have qualified in UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE / Teacher Fellowship examination of the apex bodies in higher/technical professional education or other equivalent examinations with valid score in validity period (last 3 years) are exempted from NMIMS entrance test. However, they have to appear for Personal Interview.

b) Personal Interview:

- Personal interview based on Statement of Purpose.
- The candidates will have to demonstrate research orientation, aptitude and commitment during Personal Interview.
- Final Selection will be on merit.

7. Fees

Fees for 1st year (Pre) Ph. D. (Batch - 2019) were Rs.90, 000/- (For Information only). The Fees for (Pre) Ph. D. (Batch - 2020) will be informed during personal interview.

8. Refund Rules on cancellation of admission:

Refund Rules: If a student chooses to withdraw from the program of study in which he / she is enrolled, the institution shall follow the following five-tier system for the refund of fees*remitted by the student.

Sr. No.	Percentage of Refund of Fees*	Point of time when notice of withdrawal of admission is received in the Higher Educational Institutions (HEI)
(1)	100%	15 days or more before the formally-notified last date of admission (on or before 27th June 2020)
(2)	90%	Less than 15 days before the formally-notified last date of admission (28th June 2020 to 13th July 2020)
(3)	80%	15 days or less after the formally-notified last date of admission (14th July 2020 to 28th July 2020)
(4)	50%	30 days or less, but more than 15 days, after formally-notified last date of admission (29th July 2020 to 12th August 2020)
(5)	00%	More than 30 days after formally-notified last date of admission (13th August 2020 onwards)

In case of (1) in the table above, the HEI concerned shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.

Note: Candidates to refer Important Dates of the respective programme.

The above refund rules are as per University Grants Commission (UGC) notification on Refund of Fees and Non-Retention of Original Certificates of October, 2018 and are subject to revision as per UGC notification (as applicable). Please note the closure of admission/last date of admission as mentioned in the important dates is Monday, 13th July, 2020.

Important Instructions:

- Please see the important dates and preserve it as a guide. All announcements from the University will be through its website www.nmims.edu and there will be no separate mail sent.
- It is the sole responsibility of the candidate to check whether he/she is eligible for the program as per the eligibility criteria stated above.
- AIU certificate is mandatory for those candidates who have completed their Post-graduation from overseas Universities
- For cancellation/ withdrawal of admission: Withdrawal /cancellation means voluntary withdrawal/cancellation by candidate for any reason. Candidate should email at admissioncancellation@nmims.edu, the soft copy of admission cancellation form duly filled and signed (available on www.nmims.edu (<https://www.nmims.edu/students/>), fee paid receipt copy & cancelled cheque (personal account). Canvassing in any form will disqualify the candidate.
- If at any stage, it is found that a candidate does not satisfy the eligibility criteria or the information furnished by him/her is incorrect, than application for the admission to the Program, even if selected and fees paid, will stand cancelled and fees will be forfeited.
- NMIMS has full right to disqualify a candidate at any stage of admission process if found ineligible.
 - All disputes under Mumbai jurisdiction only.

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Guideline for an SOP

The statement of purpose is one of the most important things for a doctoral aspirant to convey information about the capabilities, goals and commitments behind a decision to pursue a doctoral program. It should be a concise document that should at least address the following points (and may address any additional points that the candidate may optionally bring, **subject to a strict word limit**):

1. **Why does the candidate want to pursue a doctoral degree?** Here, candidates are expected to address their understanding of what a doctoral degree represents, what their career goals are, what their influences are, and how does a doctoral degree help them in achieving their career goals.

2. **Why is the candidate interested in pursuing the degree from SBM NMIMS?** Here, candidates are expected to discuss why and how pursuing a doctoral degree from SBM NMIMS aligns with their circumstances/interests/goals.

3. **What skills does the candidate bring to the program that will enable them to successfully complete a doctoral degree from SBM NMIMS?** Here, candidates are expected to discuss their degree of familiarity with research process, and discuss any previous experience in research (pursued during earlier studies at Master's/Bachelor's degree level, or at work in professional capacity) that will enable them to pursue research.

4. **Why is the candidate choosing the specific area of study** (e.g., finance, marketing etc.)? Here, the candidates are supposed to discuss a general problem that they may take up during their research study at SBM NMIMS, and also their degree of familiarity with the chosen field of study as an academic and/or practitioner. Any recent reading of scholarly work (academic research articles, commentary by academics in print/electronic media) in the relevant area may be elaborated upon.

5. **How committed is the candidate towards finishing the doctoral degree in time?** Here, candidates may discuss how much time can the candidate devote towards doctoral studies on a weekly basis based on their circumstances at work/home/other engagements etc., and their commitment in terms of attending classes on a regular basis and continuing the work once coursework is over.

Please ensure that your SOP is written clearly, and do not exceed 1000 words in MS word 12-point Times New Roman font.