

K J Somaiya Institute of Management

Admission Manual

Ph.D. Programme

Management Studies

July 2024

Visit for Further Details: <https://www.somaiya.edu/en/phd/>

About Somaiya Vidyavihar University

On 26th August 2019, Somaiya Vidyavihar University became a reality!

We made this milestone after six decades of creating holistic teaching learning experience educational institutes of great repute. Somaiya Vidyavihar University has become a self-finance – the first private University in Mumbai vide the Maharashtra Self-Financed Universities (Establishment and Regulation) Act 2013.

We have a dream to build and support a world-class institution, one that is proudly Indian, and excels in education, research and service. Somaiya Vidyavihar University will be a place where knowledge is preserved, disseminated, and new knowledge is created. It will be global in the reach of its ideas and universal in its service. Somaiya Vidyavihar University is a place where students and faculty can explore “Freedom of Possibilities”, pursue your passion and above all, find yourself.

Our History and Vision

An all-round education must integrate Indian culture, values & morality into the curriculum.

The Somaiya Vidyavihar Complex was founded in 1959 by late Shri K.J. Somaiya (1902-1999). Endowed with a sharp business acumen, a balanced perspective and a social bent of mind, Karamshibhai set up the Somaiya Trust in 1953 for furthering his dream of shaping young minds through quality education. For this purpose, he bought a large area of land at Ghatkopar, then considered distant and meagrely populated.

In six decades, it has grown into a large educational complex with 34 institutions catering to diverse fields of education such as Humanities, Engineering, Education, Medicine, Management, Dharma Studies, Pure Sciences and Commerce & Business Studies, with more than 39000+ Candidates and 3000+ Faculties and staff on a throbbing 50-acre campus.

Our Founder, Padma Bhushan Shri K. J. Somaiya founded Somaiya Vidyavihar on 9th September 1959. He later founded the Girivanvasi Pragati Mandal, The K J Somaiya Medical Trust, the Girivanvasi Education Trust and sister institutions to make great citizens of India and the World. In the words of Swami Vivekananda, “We want that education by which character is formed, strength of mind is increased, and the intellect expanded, and by which one can stand on one’s own feet.” We have now grown into a multi-disciplinary and multi-campus education institution with over 1500 faculty and 38,000 candidates.

With PhD programmes in various faculties, we provide an innovative platform for research aspirants to make a niche of their own to impact society and life.

1. Eligibility criteria for PhD Admission	
Subject to the conditions stipulated in the SVU Ph.D. Regulations, the following candidates are eligible to seek admission to the Ph.D. Programme	
1. Education Qualification	
i.	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 as per UGC regulations.
ii.	A person whose Master's dissertation has been evaluated and the viva-voce is pending may be admitted to the Ph.D. Programme but subject to completion of Master's degree before provisional admission to SVU Ph.D. Programmes.
iii.	Candidates possessing a Degree considered equivalent to a Master's Degree from an Indian Institution, 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, shall be eligible for admission to Ph.D. Programme.
2. PhD Entrance Exam	
i.	MUST qualify a passing score of Ph.D. Entrance Examination of SVU . This is a mandatory eligibility criterion for all candidates with exemptions mentioned in Point 2. (ii)
ii.	<p>Exemption Criteria from SVU Ph.D. Entrance Examination are:</p> <ol style="list-style-type: none"> 1. Candidates having qualified/having a valid score of NET- JRF/ JEST and Candidates who hold a JRF Fellowship with CSIR/UGC/ICAR/ ICMR and DBT examinations are exempted from appearing for the Ph.D. entrance examination of SVU. 2. Valid GMAT Score for last two years – (from 1st Jan. 2021- 31st Dec. 2023), minimum GMAT Score 350 3. Any candidates having 5 years of teaching/research experience and have published research papers in SCOPUS, Web of Science journal/published patents/grants received from government agencies will be exempted from appearing for the SVU PhD entrance exam but will be required to appear for an interview at the respective departments. The exemption criteria will be applicable ONLY when relevant documents are uploaded during application submission. If relevant documents are not submitted, the candidate has to appear for the Entrance exam.
Note: However, the candidates who fulfil the above criteria MUST fill out the application form as per the schedule displayed on the website.	
3. Other Documents	
<ol style="list-style-type: none"> 1. UG Degree or equivalent Mark List 2. UG Degree certificate 3. PG Degree or equivalent Mark List 4. PG Degree or equivalent certificate 5. AADHAR card 6. Degree equivalence/eligibility certificate – wherever is applicable 	

7. Transfer Certificate and /or Leaving Certificate
8. Migration certificate
9. Two colour passport size Photograph
10. If appearing for the PG degree examination – a bonafide certificate
11. If employed, then No Objection Certificate (NOC) from the employer – at the time of provisional admission
4. Important Links
UGC Notification 2022 (Link)

2. Categories of Ph.D. Students

1. Candidates with externally funded scholarships/Fellowships (a full tuition fee waiver will be provided to candidates who join as JRF/SRF under the government of INDIA research funded scheme);
2. Candidates who work in funded projects within the University or in approved research centres which are collaborating with the University.
3. Jointly guided PhD or Co-supervised PhD with International Universities.
4. Teaching/work-integrated research candidates who are the faculty/employees in pursuit of advancing their academic qualifications, recommended by the Head of the Institution and the Academic Advisory Committee. This provision is for those candidates who shall take an undertaking that their routine responsibilities would be duly attended and under no circumstances compromised. The university shall reserve the rights to consider the registration of candidates who do not adhere to these guidelines.
5. Research and Teaching Associates of the Somaiya Vidyavihar University.
6. “Somaiya Vidyavihar University Research fellow under Chancellor’s Scholarships Programme”.
7. “Any candidates having 5 years of teaching/research experience and have published research paper in SCOPUS; Web of Science journal/published patents/grant received from government agencies will be excepted from appearing for the SVU PhD entrance exam but will be required to appear for an interview at the respective departments.”
8. Candidate is permitted to pursue studies on a part-time basis provided all the conditions stipulated in UGC 2022 regulations are fulfilled.

3. Overview of Steps involved in Ph.D. Programme

Sr.No.	Steps
Ph.D. Pre-selection Phase	
1.	Advertisement / Call for SVU Ph.D. entrance exam on website /media handles
2.	Acceptance of the applications for Ph.D. entrance examination along with the application processing fee
3.	Execution of Ph.D. entrance examination for all Ph.D. programmes
4.	One- on -one Interview of candidates before an expert panel
5.	Display of selected candidates for provisional admission - Selection process complete
Provisional Admission Phase	

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6.	Provisional admission and payment of fees in accounts/admin office of the colleges.
7.	Orientation and initiation of coursework (1 year – 2 semesters)
8.	First semester encompasses research methodology & publication ethics along with subject specific topic. The second semester majorly focuses on building research, technical & soft skills. It includes research activities, research proposal drafting & presentation and its evaluation.
9.	ATKT examination for semester I and II for unsuccessful candidates or for grade improvement
10.	Issue of mark sheets for course work of semester I and II
Allotments & Registrations	
11.	Allotment of the guide at individual college level/department (within the first six months of provisional admission)
12.	Topic approval of the thesis work within 2-3 months after Qualifying coursework examination
13.	Registration for Ph. D programme
PhD Phase	
14.	Appointment of Examiners and chairman from Research Committee
15.	Annual Progress Seminars (APS) and Intermediate Progress Seminar (IPS) for the academic year by the Doctoral Advisory Committee (DAC)
Submission & defence	
16.	Approval of examiners to present pre-synopsis in one of the APS and IPS
17.	Presentation of pre-synopsis and its approval by the examiners
18.	Submission of thesis to COE office
19.	Sending the thesis to reviewers
20.	Receipt of reviews about the thesis from the reviewers
21.	The final defence of the thesis
22.	Submission of the final corrected thesis after the defence
23.	Issue of provisional Ph.D. certificate
24.	Issue of Ph.D. certificate
The steps and the progress evaluation of Ph.D. students by the committee/examiners/experts will be as per the provisions of Ph.D. regulations.	

4. Pattern and syllabus of SVU Ph.D. Entrance Examination

Paper-1 Qualitative Test – 40 marks

- a) Essay Writing – 20 marks
 - b) Comprehension – 20 marks
- (50% choice in selecting questions in paper I)

Paper – 2 Subject Specific Test – 60 marks

- a) Multiple Choice Questions – 20 marks (Attempt 20 out of 30 questions)
 b) Subjective Questions – 40 marks (with 50% Choice)

5. About Course Work

The coursework will be of one academic year (two semesters) and, out of which first semester will be full-time. It is expected that during the first semester, the student will report the college/department/section/laboratory for attending the sessions as per Timetable. The student will have to complete total of 14 credits (semester I) + 5 credits (semester II) = total 19 credits with CGPI as per the Ph.D. regulations to become eligible for the registration to Ph.D. programme.

6. Fee Structure of Ph.D. Program

(This is common across disciplines, all categories of students)

Particulars	@Total Fees per annum (₹)	
	First Year	Second Year Onwards
Tuition Fee	30,000/-	30,000/-
Development Fee	10,000/-	10,000/-
Examination Fee	10,000/-	10,000/-
Caution money Deposit (Refundable)	1,000/-	-----
Library Deposit (Refundable)	2,000/-	-----
Total (₹)	53,000/-	50,000/-

@ If paid provisional admission fee, then it should be deducted from the total fee

Link for fees payment
 (Fees will be accepted via online payment gateway only and in no case, it can be paid using any other type of mode of payment and to any office/person)

<https://myaccount.somaiya.edu/#/login>

7. Registration, Synopsis & Ph.D. Thesis Submission Fees

Particulars	Amount
Registration fees	5000/-
Approval of Synopsis of Ph.D. Thesis Topic	5000/-
Ph.D. Thesis Submission	10000/-
Total	20,000/-

Note:

1. Registration fees to be paid by the Ph.D. scholars before submitting the application for

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Registration for Ph.D.
2. Synopsis & Ph.D. Thesis Submission fees to be paid by the Ph.D. scholars before submission of synopsis.

8. Payment of fees schedule for Provisional admission and subsequent years of Ph.D. programme

Program Academic Year	Particulars	Amount in Rupees (₹)	Payment Schedule
First Year	Total fee	53,000/-	Within eight days from the date of receiving the offer letter
Second Year and Onwards	Total fee	50,000/-	Within first week from the commencement of the new Academic Year
Link for fees payment (Fees will be accepted via online payment only and in no case, it can be paid using any other mode of payment and to any office/person)		https://myaccount.somaiya.edu/#/login	
Note: Students have to pay the full fees of the program per year till the submission of the thesis			

9. Guidelines to make fee payment in Online Mode

There is a provision of ONLINE PAYMENT of college fees for student's convenience 24x7 on or before the scheduled due date. Student will get notification from the institute in three ways.

- 1) SMS
- 2) Email
- 3) Notification on myaccount.somaiya.edu portal

In the notification there will be a link to make the payment. You just need to click on the link and follow the simple steps below to make the payment.

STEP 1: Link will take you to myaccount.somaiya.edu portal. Use Somaiya SVV Net ID and password to login. Want to know more about myaccount.somaiya.edu click on https://somaiya.edu/media/pdf/SVVNetID_and_Email%20id.pdf

STEP 2: Login, select 'instalments' and click on **"Pay Now"**.

STEP 3: System will redirect to Online Payment Gateway. Fill in the required information and follow payment options to complete the payment cycle.

STEP 4: After the successful payment, the payment receipt will be available at student's MyAccount portal

**10. Admission Cancellation policy of Ph.D. programme
(All Categories of Ph.D. Students)**

If the candidate has accepted the allotted seat by paying the fees and later chooses/decides to withdraw from the programme of study, then cancellation option is available at his/her MyAccount login.

The college shall follow the below system for deduction of fees against the cancellation request for the candidate.

Sr. No.	Point of time when the application for admission cancellation is received by the college	Applicable Deduction
1	15 days or more before the date of commencement of academic term	Rs 5,000/-
2	Less than 15 days before the date of commencement of the academic term	10% of total fees
3	Less than 15 days from the date of commencement of the academic term	20% of total fees
4	On or beyond the 15th day but within six weeks from the date of commencement of the academic term	50% of total fees
5	More than six weeks from the date of commencement of the academic term	100% of total fees

Note:

- Total Fees for the program per year is Rs. 50,000/- for All Categories of Ph.D. Students
- Tentative date of commencement of every academic term will be announced on website.

Typical Sample example for further illustration to know about cancellation charges with reference to the date of commencement of term

Refer the below example for clarification of Ph.D. admission cancellation policy

Assume that the academic term commences from **15th July** of a particular academic year. Based on this assumption, following table illustrates important dates of cancellation policy:

Illustration:

Sr. No.	Point of time when an application for admission cancellation is received by college	Applicable Deduction
1	Cancellation on or before 30th June (up to 11.59pm)	Rs 5,000/-
2	Any time from 1st July to 14th July (up to 11.59pm)	10% of total fees
3	Any time from 15th July to 28th July (up to 11.59pm)	20% of total fees
4	Any time from 29th July to 25th August (up to 11.59pm)	50% of total fees
5	After 25th August	100% of total fees

11. Process of getting documents submitted return

After verifications of documents, within 7 days, documents will be returned to students.

About Research Center

K J Somaiya Institute of Management is a constituent institute of Somaiya Vidyavihar University. It started in the year 1981. The purpose of the institute is **Transforming Together: Together, we enable the transformation journeys of individuals to become** value-based & purpose-driven leaders for building a better world.

Institute's vision is "Our dream is to build a world class research and teaching institution that is global in the reach of its ideas and universal in its service". We strongly believe in our mission and Values.

K J Somaiya Institute of Management is committed to achieving exemplary stands in management education to achieve its vision and the redefined parameters of PhD in management education. The centre is committed to academic excellence and intellectual competence. Freedom of expression and inquiry, exchange of ideas, cultural activities, intensive classroom instruction, and numerous informal events of the Somaiya Vidyavihar community combine to ensure that each student receives a thorough education in tune with the global realities of a rapidly evolving world.

As a research centre, the focus is on building research culture, be it basic or applied research, linkages, and providing research education programs to facilitate quality research and opportunities for multi-disciplinary and cross-functional research. Each area has vast and diversified experience. KJSIM research centre enables interaction between faculty, scholars, students, and industry to enhance research opportunities, academic excellence, real-world problem solving, and knowledge creation and dissemination. It provides unique inquiry-based learning opportunities for students and involves them actively in relevant academic forums and community outreach. Students and faculty are encouraged to take part in international research projects and collaborate. The centre also focuses on timely review of the scholars' progress and presentations and provides adequate support. The faculty and scholars are encouraged to publish in reputed journals (Scopus Indexed, Web of Science, UGC, ABDC, etc.) by providing continuous support and guidance.

The research focus of the centre is:

- Business Analytics
- Data Science and Technology
- Economics
- Finance
- General Management
- Human Resources Management
- Marketing

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- Operations, including Logistics and Supply Chain Management

Eligibility at UG/PG Degree	
Branch of study at UG	Graduate in any Discipline/Subject/Branch
Branch of study at PG	<p>Two/Three years Master's degree in Commerce, Management or allied discipline.</p> <p>Two/Three years Master's degree in Computer Application and Information Technology allied discipline.</p> <p>Two/Three years Master's degree in Statistics, Mathematics, Operation Research, or allied.</p> <p>Two/Three years Master's degree in Behavioural Science (Economics, Psychology, and Sociology).</p> <p>Professional qualification, which is equivalent to a Master's degree.</p> <p>MPhil in Management, Commerce or allied discipline</p> <p>OR</p> <p>Ph.D. from any recognised University</p>

Syllabus for Entrance Examination

First-Year MBA Programme

[\(Link of Syllabus for reference\)](#)

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