

SVKM's NMIMS Deemed-to-be University
Sunandan Divatia School of Science
Department of Psychology
Mumbai campus

Ph.D. in (Psychology) Program (Batch-2024)

Instruction Sheet

1. **Introduction:**

At NMIMS Sunandan Divatia School of Science the research is being actively carried out in the areas of Biological sciences and Chemistry. The school strives to inculcate the ability to carry out creative scientific research in the research scholars. The faculty are actively involved in conducting cutting edge multidisciplinary and industry-oriented research in many areas.

2. **Duration of the programme:** Minimum 03 years including course work & Maximum 06 years.

3. **Intake:** Total Number of seats will be confirmed at the time of admission process.

4. **Eligibility and Admission Criteria:**

The Master's degree should be passed 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 allowed)

Ph.D. in Psychology: (Full time / Part Time)

- Candidates for admission to the program shall have a Master's degree M.Sc./ M.A in any branch of Psychology (Minimum 2 yrs Program) including Psychology, Applied Psychology, Counselling Psychology, Industrial/ Organizational Psychology/ M.Phil (RCI)

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:

- Candidates appearing or waiting for the final year of their programme are eligible to apply. However their admission would be considered provisional, subject to their meeting the minimum eligibility criteria after their final qualifying examination results are announced.
- The candidate must have appeared for all his subject(s) / exams before the commencement of the respective program/s of NMIMS (Deemed to be University). The examination of any of the subjects must not be held after the commencement of the respective course. Also, the candidate should be declared pass in all the above

referred subjects (s) / examinations by the University where from he / she is graduating, with minimum stipulated marks in the aggregate. However, in case the candidates whose graduating University schedules the final year / semester / trimester examination/s (as applicable) during / after the commencement of the respective program, such candidates' candidature may be considered subject to NMIMS discretion.

- Candidates who have cleared their graduation by doing a part-time course or through distance learning, correspondence courses, externally, open school from recognized University are eligible to apply & register as per UGC guidelines.
- Ph.D. Program (Regular) is full-time program, where the candidate is expected to come to campus daily. Attendance is mandatory as per prevailing rules of attendance for all the students.
- During first year of the program, all students will have to complete Pre-Ph. D. course work. On successful completion of Pre-Ph.D. course work students will be eligible to register for the Ph. D. programme.
- Candidates has to choose specialization based on specialization at Master program
- All candidates applying for Ph.D. in (Psychology) are required to submit NOC (No objection certificate) from the employer.

5. Online registration & Payment of Registration Fees:

- Online registration available at www.nmims.edu
- Registration Fees is non-refundable / non-transferable.
- Online Registration Fee of Rs. 2,500/- plus GST if applicable (Please refer online registration for payment details)
- Before filling the online registration form, please read all the instructions carefully mentioned in instruction sheet, important dates and Terms & Conditions given in online application form.

6. Call letter & Upload of Documents:

Candidates who are registered successfully will be called for Written Test and Personal Interview. They can check / download their call letter from login dashboard and upload below mentioned document using the link given in application form / call letter till 23rd June 2024.

- Attested copies of Graduation Mark sheet (All Years) and Degree Certificate (Convocation certificate)
- Attested copies of Post-Graduation Mark sheet (All Years) and Degree Certificate (Convocation certificate)
- UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE examination or other equivalent examinations certificate (if appeared)
- Statement of Purpose (Format attached). SOP should described "Area of Research"
- Work Experience certificate (as applicable for Industry / Research Institutes / Academic Institute candidates) (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 then in such case candidate must provide the copy of the appointment letter.

It is important and primary requirement to upload the mandatory documents before Entrance Test

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

7. **Selection Process:**

The candidate must have passed Entrance Admission Test conducted by NMIMS University.

OR

The candidate has qualified UGC-NET (including JRF) / UGC-CSIR NET (including JRF) / SLET / GATE examination of the apex bodies in higher/technical professional education or other equivalent examination.

A) Entrance Test (Time: 90 minutes / Total: 100 Marks), will be conducted at Mumbai campus only.

Section A: 50% of Research Methodology

Section B: 50% Area / Domain Specific

The candidate must have qualified entrance test with qualifying marks as 50% conducted by the NMIMS University. Only entrance test qualified candidate would be called for Personal Interview process.

NOTE: The candidate qualified in UGC-NET (including JRF) / UGC-CSIR NET (including JRF) / SLET / GATE / Teacher Fellowship holder or have passed M.Phil. Programs are exempted from NMIMS entrance test. However, they have to appear for Personal Interview.

B) Personal Interview (Total 50 Marks)

- Personal Interview will be held at Mumbai campus only.
- Presentation based on SOP will be followed by Personal Interview
- During interview candidates are expected to discuss their research Interest / area
- Final merit list will be based on entrance Test & Personal Interview marks.
- Admission offer is given as per the merit and vacancy available. WAITLISTED candidates have to check their merit list status as per the date given on the website. SELECTED candidate should upload necessary required documents and pay the full course fees at the link given in respective candidate's log-in within the stipulated given time frame. Kindly note that only those candidates who complete the process by paying fees will admitted to the program.

C) Weightage

- Entrance Test : 100 marks (70%)
- Personal Interview : 50 marks (30%)

8. Program Fees:

Effective fees for all Ph.D. students will be Rs. 50,000/- p.a.

Annual fees: Rs. 2,50,000/-

Annual Scholarship: Rs. 2,00,000/-

Scholarship form is available on the website <https://science.nmims.edu/academics/admissions/>

The duly filled scholarship form (hardcopy) should be submitted at following address along with the copy of registration form, copy of SOP, complete resume, admission form and the admission offer letter copy (which is available on student's dashboard):

Dean - SUNANDAN DIVATIA SCHOOL OF SCIENCE

SVKM's Narsee Monjee Institute of Management Studies, 7th floor, Mithibai College Building. V. L.
Mehta Road, Vile Parle (W), Mumbai – 400 056, India.

Note:

- Scholarship will be provided for up to 05 years or completion of PhD program, whichever is earlier.
- If student is found indulging in any unlawful activity, the scholarship will stand cancelled with immediate effect.
- PhD student will not be entitled to avail the scholarship if he/she re-registers for PhD or take re-admission for the PhD program.

9. Fellowship: Fellowship will be provided to full time PhD students in line with UGC.

10. 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
(2)	90%	Less than 15 days before the formally-notified last date of admission
(3)	80%	15 days or less after the formally-notified last date of admission
(4)	50%	30 days or less, but more than 15 days, after formally-notified last date of admission
(5)	00%	More than 30 days after formally-notified last date of admission.

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: 1) The above refund rules are subject to revision as applicable

2) Candidates to refer Important Dates of the respective programme & refer refund rules mentioned in the offer letter.

11. Important Instructions:

- The candidate who is pursuing PhD at NMIMS University, should not take PG / PhD admission in any other University.
- During tenure of the program changing campus shall not be permitted under any circumstances after the commencement of the program.
- Candidate document/s will be verified at the time of admission (if selected) & if found not eligible, admission will be cancelled and fees will be refunded as per NMIMS refund policy.
- Candidates whose final mark sheet of the qualified examination is not available at the time of their provisional admission, is required to submit their final marksheet copy as soon as the result declared. In such case, if the candidate fail to meet the required eligibility criteria then his admission will be cancelled and the fees will be refunded as per NMIMS refund rules (even after course commencement). Candidate has to check website for all details. There will be no separate communication/email sent to the candidate.
- Admission to program is considered as **"Provisional Admission"** till all required and mandatory documents are submitted by the candidate and the same is verified and approved. If it is found that the candidate is not eligible at any stage (even after the course commencement), admission will be cancelled and fees will be refunded as per refund rule clauses even if selected/ admitted to the program.
- 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.
- Canvassing in any form will disqualify the candidate.
- **For cancellation/ withdrawal of admission:** Withdrawal / cancellation means voluntary withdrawal / cancellation by candidate for any reason. Candidate has to upload cancellation form duly filled and signed; fees paid receipt copy & cancelled cheque (personal account) to mentioned link: <https://upload.nmims.edu/admission/cancellation/>
- All disputes under Mumbai jurisdiction only.

12. Contact Information:

NMIMS Admission / Application / Technical related queries:

(a) Toll Free No: 18001025138 – Monday to Saturday (Except public holidays)

(b) For any support and assistance kindly login to dashboard & raise query in my query section