

S K Somaiya College
Admission Manual

Ph.D. Programme
Commerce & Business Studies

July 2022

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

About Somaiya Vidyavihar University

On 26th August 2019, Somaiya Vidyavihar University has become a reality

A new milestone in a glorious ongoing journey established in 2019, Somaiya Vidyavihar University, Mumbai recognised by the University Grants Commission (UGC). Somaiya Vidyavihar, with over six decades of rich experience in building and managing educational institutes of great repute, is the sponsoring body. With over six decades of rich experience Somaiya Vidyavihar has become a self-finance Private University. Somaiya Vidyavihar University is the first private university in Mumbai vide the Maharashtra Self- Financed Universities (Establishment and Regulation) Act 2013. With this status, we now have the academic, administrative, and financial freedom, to achieve the dreams as imagined by our founders. 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. Operational from 26th August 2019, Somaiya Vidyavihar University is a place where you can explore new possibilities, pursue your passion and above all, find yourself.

Our History

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

In just five 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, Pure Sciences and Mass Communication, with more than 39000+ Candidates and 3000+ Faculties and staff on a throbbing 65 acre campus.

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 to be distant, meagrely populated.

Our Vision

Our Founder, Padmabhushan Shri K. J. Somaiya founded Somaiya Vidyavihar on the 9th of September 1959. He later founded the Girivanvasi Pragati Mandal, The K J Somaiya Medical Trust, 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.

The Somaiya Vidyavihar University admitted 3000+ candidates in 100+ UG/PG/PhD/PG Diploma/Diploma/Certificate programmes in the very first year of establishment.

About Research Center

Commerce and Business studies

“ Research is to see what everybody else has seen and to think about what nobody else has taught.”

The **Research centre in Commerce and Business studies** has been established by the Department of Commerce & Business Studies, S K Somaiya College, Somaiya Vidyavihar University. It is the first private university vide the Maharashtra self-financed universities. The primary focus of the Ph.D. centre is to provide world class education, experiential learning with well-developed business insights, critical decision making based on innovative research culture which is cultivated for over six decades keeping in touch with the roots. The Ph.D. Research programme of Commerce & Business has started from the academic year 2021-22.

Salient Features

1. Ph.D in Commerce & Business studies includes General management, Commerce and Business areas like Entrepreneurship, Marketing, Organisational behaviour, Leadership, and other related areas.
2. Experiential Research.
3. Optimum mix of methods and domain courses.
4. A culture of sharing research for budding researchers.
5. State of the Art library portal with access to a large repository of research journals, books and other publications.
6. Trained professionals to guide the learners.
7. Training programs on latest analytical tools viz., SPSS & R.
8. Workshops on paper writing skills.

Objective:

The research Centre provides a broad framework to guide scholarly research with the following objectives:

- To create and promote a research culture among the faculty and research students.
- To identify research areas and specific research topics of relevant academic significance.
- To organize workshops/FDP on research topics and training programmes on research methodology.
- To ensure quality, integrity, and ethics in research.
- To publish research material in appropriate media and to make available such published information to the end users.
- To facilitate the publication of reports submitted by the research scholars.
- To serve as a facilitator providing research guidance to the research students of S K Somaiya college under commerce and business studies.

Vision- To be the top-rated Research centre for Commerce and Business studies in the next five years.

Mission- To Foster the spirit of inquiry in the field of Commerce and Business studies, develop new innovations and breakthroughs with the culmination of theoretical concepts, practical along with sustainable development.

Research process

At SKSC we believe that research is the cornerstone of knowledge creation, and dissemination. In the fast-paced business world, research provides a framework for refinement of existing business practices. Keeping this in mind, our research process is to “Provide support to inquisitive minds.” i.e., to extend requisite support to the faculty, students, and researchers in all aspects in pursuit of their quest for knowledge.

While preparing for the Ph. D. Course Work syllabus, we have kept in mind the paradigm shifts in business pedagogies and management theory and its modern practices at national and international level, updating the reading lists and introduction of practical/fieldwork component and innovations in the instructional methodologies [supplementing the lecture method with group discussions and seminar presentations, use of audio-visual aids, use of computers /internet in research].

Outcome

The student develops applied competencies and practical skills in mastering, interpretation, understanding, and application of Business Management principles, culminating in independent and original scientific work. Qualifying students display competence in the application of related research methodology, and the proper written and oral communication of the research process and findings. The thesis would constitute a decided contribution to the knowledge of an insight into the subject discipline, enabling students to reflect on the field of research.

Conclusion

PhD in commerce and business studies is the highest academic degree awarded in the study of Management science. The degree is designed for those seeking academic research and teaching careers as faculty or professors in the study of management at business schools worldwide. It is a great place to launch your research career.

Ph.D. Admission Eligibility for Somaiya Vidyavihar University (SVU): Minimum Qualifications for Admission

Subject to the conditions stipulated in the Regulations, the following candidate are eligible to seek admission to the Ph.D. Programme

| | |
|------|---|
| 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 Master's Degree of 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. |
| iv. | Candidate not having Master's degree but having research / work / professional experience or possessing post graduate diploma may appear for Ph.D. Entrance Examination of SVU subject to such candidates need to apply separately to SVU for obtaining equivalence for Master's degree. The SVU will have final rights reserved to give such equivalence as per the regulations. Such candidates must possess undergraduate degree with at least 55% marks in aggregate or its equivalent as per UGC regulations. The relaxation will be as per UGC norms from time to time. |
| v. | MUST have qualified score of Ph.D. Entrance Examination of SVU – mandatory eligibility criteria for all candidates. |
| vi. | Candidates exempted from appearing for Ph.D. Entrance Examination of SVU MUST fill the application form as per the schedule displayed on website. The exempted candidates need not pay the application processing fee. |
| vii. | A No Objection Certificate (NOC) in prescribed format from the employer in case of those who are applying to Ph.D. Programme as a sponsored candidate. |

| Eligibility at UG/PG Degree | |
|------------------------------------|---|
| Branch of study at UG | General Management Marketing Management Organizational Behaviour Entrepreneurship Management |
| Branch of study at PG | General Management Marketing Management Organizational Behaviour Entrepreneurship Management |

| Exemption Criteria for SVU Ph.D. Entrance Examination |
|--|
| <p>Candidates who qualified in UGC - CSIR -NET-JRF/ ICMR-JRF / DBT-JRF (BET)/ INSPIRE/ Prime Minister's Fellowships and those qualified in any of the UGC recognized national or state level eligibility tests with a valid fellowship in the Social Sciences and related field.</p> <p>However, the candidates who fulfill the above criteria MUST fill the application form as per the schedule displayed on the website.</p> |

| Pattern and syllabus of SVU Ph.D. Entrance Examination Subject of Entrance Examination: Commerce & Business Studies |
|--|
| <p>The SVU Ph.D. Entrance examination will be proctored/supervised close book examination</p> |
| <p>Paper-1 General Aptitude Test – MCQs Online test of 30 marks with 30 questions - duration of the test 30 min.- no negative marking and options</p> <p>a) Logical Reasoning b) Numerical Ability c) Reasoning and Language Aptitude</p> |
| <p>Paper - 2: Subject Specific Test – Online of 70 marks - duration 1 and half hours</p> <p>a) Multiple Choice Questions – Maximum marks – 10 - MCQs online or offline test of 10 marks with 10 questions - no negative marking and option</p> <p>b) Theoretical / Descriptive Questions – Maximum marks 60 – online or offline descriptive type six questions each of 15 marks - any four to be solved</p> |

Syllabus for Entrance Examination

Unit 1: Financial And Management Accounting

Basic Accounting Concepts, Capital and Revenue, Financial Statements , Cost and Management Accounting , Ratio Analysis, Cost of Capital ,Capital Structure, Cash Flow Statement, Break Even Analysis.

Unit 2 : Financial System

Financial Markets- Primary and Secondary Market , Money Market and Capital Market; Financial Regulatory Bodies (RBI, SEBI) ; Financial Institutions- Development banks, Non Banking Institutions, Digitization of Banking, Internet Banking, Mobile Banking. Financial Services- Insurance, Credit rating, Mutual Fund, Hire purchase, Venture Capital

Unit 3: Business Administration

Principles of Management, Management Theories and Approaches of Management. Functions of management: Planning, Organizing, Staffing, Controlling, Communication, Leadership, Motivation, Corporate Governance, Corporate Social Responsibilities.

Unit 4: Marketing Management

Marketing Concept and Tools, Marketing Environment, Consumer Behaviour and Market Segmentation, Targeting and positioning, The Marketing mix, Direct and Online Marketing, Marketing Audit.

Unit 5: Human Resource Management

Meaning, Scope , functions, Challenges and Future of HRM, Human Resource Planning - Objectives, factors affecting HRP, process of HRP, Human Resource Development- Meaning, Objectives and Functions. Performance Appraisal- Concepts , Process, Methods and problems, Career Planning- Concept, Career Stages and Succession planning.

Unit 6: Research Methods

Research - Meaning, Objectives, Research Process, Characteristics of a good research, Research Design and its types, Formulation of research problem, Research Proposal: Elements of a Research Proposal, Drafting a Research Proposal, Evaluating a research proposal, Hypothesis: Qualities of a good hypothesis, types of hypotheses, framing Null Hypothesis & Alternative Hypothesis. Concept of Hypothesis Testing, Sampling, Measurement and data collection, Data Analysis and Interpretation & Report Writing.

Documents Required

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. Migration certificate
8. Two colour passport size Photograph
9. If appearing the PG degree examination – bonafide certificate
10. If employed, then No Objection from the employer – at the time of provisional admission

| Sr. No. | Steps adapted for Ph.D. Programme |
|----------------|--|
| 1. | Advertisement in the newspaper |
| 2. | Acceptance of the applications for Ph.D. entrance examination along with applications processing fee |
| 3. | Execution of Ph.D. entrance examination for all PhD programmes |
| 4. | Results of Ph.D. entrance examination |
| 5. | Selection process - Display of list of eligible shortlisted candidates for interview |
| 6. | Selection process – Interviews of shortlisted candidates |
| 7. | Display of shortlisted candidates for provisional admission |
| 8. | Provisional admission and payment of fees in accounts/admin office of the colleges. |
| 9. | Orientation and beginning of the yearlong two semester course work |
| 10. | Allotment of the guide at individual college level / department (within the first six months of provisional admission) |
| 11. | In the first year, first semester is course work, which includes teaching learning, continuous evaluation and ESE examination (Comprehensive examination). The second semester will have dedicated research activities, lab rotation and research proposal drafting & presentation and its evaluation. |
| 12. | Research proposal presentation (Qualifying examination) |
| 13. | KT examination for the semester I and II for unsuccessful candidates or for grade improvement |
| 14. | Issue of mark sheets for course work of semester I and II |
| 15. | Topic approval of the thesis work (after Qualifying course work examination) |
| 16. | Registration for Ph. D programme |

| | |
|-----|---|
| 17. | Appointment of Examiners and chairman from Research Committee |
| 18. | Annual Progress Seminars (APS) every June/July and Intermediate Progress Seminar (IPS) every January/February of the academic year |
| 19. | Approval of examiners to present pre-synopsis in one of the APS and IPS |
| 20. | Presentation of pre-synopsis and its approval by the examiners |
| 21. | Submission of thesis |
| 22. | Sending the thesis to reviewers |
| 23. | Receipt of reviews about thesis from the reviewers |
| 24. | Final defence of the thesis |
| 25. | Submission of final corrected thesis after defence |
| 26. | Issue of provisional degree certificate |
| 27. | Issue of degree 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 |

Categories of Ph.D. Students

Full Time Regular Student

- The student is basically non-working full-time regular student
- The student will have to pay Rs.50,000 fee per year – fee waiver is given as compared to other than full time regular students
- They can use all the facilities available in the college /department /section/ laboratory during their tenure of Ph.D. programme
- They are expected to report the college/department/section/laboratory as an when authorities/HOD/Guide/Dean/Chairperson BOS will call
- Full time regular student is expected to take [teaching load as per NEP 2020](#) as allotted by the department/section during the academic term from time to time

Other Than Full Time Regular Student

- They are basically working students
- They are not eligible for fee waiver
- They can use all the facilities available in the college/department/section/laboratory during their of Ph.D. programme
- They are expected to report the college/department/section/laboratory as an when authorities/HOD/Guide/Dean/Chairperson BOS will call

About Course Work

The course work 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 14 credits (semester I) + 4 credits (semester II) = total 18 credits with CGPI as per the Ph.D. regulations to become eligible for the registration to Ph.D. programme.

Fee Structure of Ph.D. Program

Full Time Regular Students

Fee Structure and payment for regular/confirm admission – as per schedule specified in notification from time to time

| Particulars | @Total Fees per annum (₹) |
|------------------------------------|----------------------------------|
| Tuition Fee | 42,500/- |
| Development Fee | 3,100/- |
| Examination Fee | 4,400/- |
| Caution money Deposit (Refundable) | --- |
| Library Deposit (Refundable) | --- |
| Total (₹) | 50,000/- |

@ If paid provisional admission fee then should be debited from 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>

Other Than Full Time Regular Students

Fee Structure and payment for regular/confirm admission – as per schedule specified in notification from time to time

| Particulars | @Total Fees per annum (₹) |
|--------------------|----------------------------------|
| Tuition Fee | 83,600/- |
| Development Fee | 10,000/- |
| Examination Fee | 4,400/- |
| Library Fee | 2,000/- |
| Total (₹) | 1,00,000/- |

@ If paid provisional admission fee then should be debited from 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>

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

Full Time Regular Students

| Program Academic Year | Particulars | Amount in Rupees (₹) | Payment Schedule |
|--------------------------------|---|-----------------------------|--|
| First Year | Provisional admission fee/ First Instalment | 25,000/- | Within eight days from the date of receiving the offer letter |
| | Second Instalment | 25,000/- | Within six weeks from the commencement of the Academic Year |
| Second Year and Onwards | First Instalment | 25,000/- | Within first week from the commencement of the new Academic Year |
| | Second Instalment | 25,000/- | Within six weeks 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

Other than Full Time Regular Students

| Program Academic Year | Particulars | Amount in Rupees (₹) | Payment Schedule |
|--------------------------------|---|-----------------------------|--|
| First Year | Provisional admission fee/ First Instalment | 50,000/- | Within eight days from the date of receiving the offer letter |
| | Second Instalment | 50,000/- | Within six weeks from the commencement of the Academic Year |
| Second Year and Onwards | First Instalment | 50,000/- | Within first week from the commencement of the new Academic Year |
| | Second Instalment | 50,000/- | Within six weeks 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

Guidelines to do fee payment in Online Mode

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

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

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

Admission Cancellation policy of Ph.D. programme (Full Time/ Part Time)

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 application for admission cancellation is received by 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 academic term | 10% of total fees |
| 3 | Less than 15 days from the date of commencement of academic term | 20% of total fees |
| 4 | On or beyond 15th day but within six weeks from the date of commencement of academic term | 50% of total fees |
| 5 | More than six weeks from the date of commencement of academic term | 100% of total fees |

Note:

- Total Fees for the program per year is Rs. 50,000/- for full time regular students and Rs. 1,00,000/- for other than full time regular 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 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 |

Process of getting documents submitted return

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

Contact

Dr. Seema Sambrani
Ph.D. Coordinator, SKSC

E-mail - seema.sambrani@somaiya.edu / svu.phdcoordinators@somaiya.edu