



Office of the Directorate of Research

Gangtok – 737102, Sikkim

**Ref. No.: SMU/DoR/PhD/2025/156**

**Date: 31.10.2025**

**OFFICIAL DISCLOSURE**

**Procedure Adopted for Admission – Ph.D. Programme**

(In accordance with UGC (Minimum Standards and Procedures for the Award of Ph.D. Degree) Regulations, 2022)

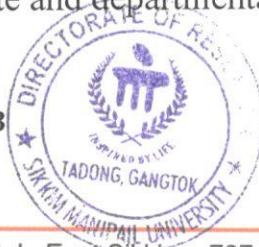
- ✓ In compliance with the provisions of the \*University Grants Commission (Minimum Standards and Procedures for the Award of Ph.D. Degree) Regulations, 2022\* and the \*UGC Guidelines on Public Self-Disclosure by Higher Education Institutions, 2024\*, the following procedure is hereby disclosed for admission to the Ph.D. Programme of Sikkim Manipal University (SMU).

This disclosure ensures adherence to the academic standards prescribed by the UGC and the Sikkim Manipal University Ph.D. Regulations (2019 and 2024 editions).

- ✓ This disclosure is in accordance with **Clause 6.3, 6.4 & 6.5 of the SMU Ph.D. Regulations (2024)** and the corresponding provisions of **Section 5.2 & 5.3 of the SMU Ph.D. Regulations (2019)**.

**Procedure Adopted for Admission – Ph.D. Programme**

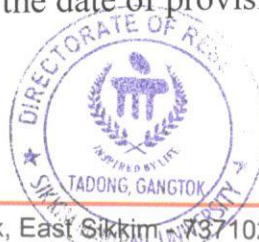
1. The University issues an official Admission Notification specifying available seats, research areas, eligibility criteria, and key dates. The notification is displayed on the official University website and departmental notice boards.





2. The SMU Ph.D. Entrance Examination is conducted **twice a year**, typically in the months of **May and November**, as per the academic calendar of the University.
3. Candidates apply online through the University Research Portal, submitting the required documents and payment of application fees.
4. The Office of the Controller of Examinations (CoE) publishes the list of eligible candidates on the University website.
5. The Ph.D. Entrance Test comprises two papers: (a) Research Methodology – 50 marks and (b) Subject/Specialization Specific – 50 marks. Candidates must achieve the qualifying marks prescribed under UGC norms.
6. Candidates who have qualified UGC-NET (Category 2 or 3), CSIR-NET, ICAR-NET, SET/SLET, GATE, or CEED are exempted from the SMU Ph.D. Entrance Test but are required to appear for the interview/viva-voce.
7. Shortlisted candidates are invited for an Interview/Viva-Voce conducted by the Department Research Committee (DRC) to assess their research aptitude, subject knowledge, and alignment with departmental research areas.
8. The DRC recommends the list of selected candidates to the Institute Research Committee (IRC) for approval, based on merit and the availability of eligible supervisors.
9. The candidates found eligible and recommended by the respective Department Research Committee (DRC) and endorsed by the Institute Research Committee (IRC) are granted **Provisional Admission and Registration** by the **Directorate of Research (DoR)**. A **provisional registration number** is allotted to each scholar at this stage.
10. After the allotment of the provisional registration number, the scholar, in consultation with the proposed **Supervisor(s)**, shall prepare and submit a **Preliminary Research Proposal** to the **Department Research Committee (DRC)** and the **Institute Research Committee (IRC)** for review and recommendation to the **University Research Committee (URC)** for final approval.

This process generally requires a **minimum duration of two months** and may extend up to a **maximum of one year** from the date of provisional registration.







11. The recommendation forwarded by the DRC and IRC to the URC shall include the following particulars,
- a) Name of the scholar and type of candidature
  - b) Department / Institute
  - c) Date of Ph.D. Entrance Examination
  - d) Date(s) of DRC and IRC meetings
  - e) Approved topic of research
  - f) Name(s) and designation(s) of Supervisor(s) / Co-supervisor(s)
  - g) Details of coursework with credits
12. After successful completion of coursework and presentation of a refined research proposal, the University Research Committee (URC) grants Confirmation of Registration within one year of provisional admission.
13. All part-time Ph.D. scholars are required to fulfill a minimum six-month residential requirement on the campus of registration, as prescribed in the SMU Ph.D. Regulations.

### **Conclusion**

This procedure ensures that Ph.D. admissions at Sikkim Manipal University are conducted in a transparent, merit-based, and academically rigorous manner, fully compliant with the UGC (Ph.D.) Regulations, 2022 and the SMU Ph.D. Regulations(2024).

This disclosure is being published in accordance with UGC's directive on Public Self-Disclosure by Higher Education Institutions (2024) and shall remain available on the University's official website: <https://smu.edu.in>

Sd/-

Director, Directorate of Research  
Sikkim Manipal University  
Gangtok, Sikkim

Date: 31.10.2025  
Place: Gangtok

