

Admission Manual

**Ph.D Programme
Physical Education, Sports and exercise Science**

Somaiya Sports Academy

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 3500+ candidates in 100+ UG/PG/PhD/PG Diploma/Diploma/Certificate programmes in the very first year of establishment.

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

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	
	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
	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
	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.
	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.
	Must have qualified score of Ph.D entrance examination of SVU – mandatory eligibility criteria for all candidates
	Candidates exempted from appearing for Ph.D entrance examination of SVU will need to fill form as per the schedule displayed on website.
	No objection 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

Eligibility at UG/PG Degree	
Branch of study at UG	Bachelor of Physical Education and Sports / Bachelors of Sports and Exercise Science
Branch of study at PG	Master's in Physical Education and Sports / Masters in Sports and Exercise Science

Who will be exempted from the Ph.D Entrance Examination

Who will be exempted from the Ph.D Entrance Examination
Candidates who has cleared NET/SET. They will need to fill separate form as per the schedule displayed on website

Pattern and syllabus of Ph. D Entrance examination

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

Syllabus for Entrance Examination

Syllabus for Entrance Examination

Somaiya Vidyavihar University

Syllabus for Ph.D. Entrance Exam:

Sports and Exercise Science and Physical Education

Research Methodology

1. Fundamentals of Research

- Meaning, Nature, Characteristics, Need and Scope of research in the field of sports and exercise science/ Physical Education.
- Distinction between Research, Invention and Discovery
- Scientific inquiry and theory development
- Source of knowledge
- Interdisciplinary in research : need and importance

2. Types and Methods of Educational Research

a) Types: Fundamental, Applied, Action research

b) Research Methods:

- Historical: Sources of data, internal and external validity
- Descriptive: Surveys, Case Study, developmental, co- relational & ex-post-facto research
- Experimental: research designs - pre, quasi and true experimental research, internal and external validity of the experiment
- Multimethod Research

c) **Qualitative Research** : Need and importance, Characteristics, Difference between Qualitative and Quantitative Research

3. Research Problem, Variables, Hypothesis Population and Sampling

a) Selection and finalization of research problem, Operational/ dictionary/ /conceptual definitions

b) Review of related literature Sources (Data Bases) Searching (Use of technology)

Review writing

- c) Variables: Concept, Nature, Characteristics and Types
- d) Hypothesis: Concept, Characteristics and Forms, hypothesis testing
- e) Assumptions: Meaning and Role
- f) Population: Concept
- g) Sampling and Sample: Need of Sampling, Probability and non-Probability
- h) based sampling, characteristics of good sample, errors in sampling

4. Data Collection tools/techniques:

- 1. Questionnaire
- 2. Interview
- 3. Observation
- 4. Psychological tests
- 5. e-tools Qualities of good data collection tools.

5. Data Analysis and interpretation

- a) Scales of Measurement
- b) Measures of central tendency and variability
- c) Measures of relative positions: Deciles, Percentiles, Percentile rank and standard scores
- d) Correlation - Concept, types and uses
- e) Concepts of: Parameter and statistic, Type I and Type II errors, Degrees of Freedom, Confidence limits & intervals, Parametric and non-Parametric tests
- f) t- test, F test, Chi-Square test

6. Report writing

- a) Format of research report
- b) Characteristics of good research report

- c) Research ethics
- d) Plagiarism, Citation guidelines
- e) Use of computers in various phases of research

Subject Concerned Syllabus Sports and exercise science, Physical Education

Unit-1 Foundation of Physical Education

- Introduction to and definition, aims and objectives of Physical Education
- Philosophical basis of Physical Education
- Psychological basis of physical Education-Play and Play theories
- General principles of growth and development, Principles of motor skill acquisition, transfer of training effects.
- Sociological basis of physical Education-socialization process, social nature of men and physical activity, traditions and sport, competition and cooperation
- Olympic Movement-and its impact
- Professional preparation in Physical Education in India,
- development of teacher education in Physical Education, Professional Ethics,
- Qualities and Qualifications of Physical Educational Personnel
- Principles of curriculum planning, Age characteristics of pupils and selection of activities.
- Construction of class and school physical Education time table.
- Learning process - theories and laws of learning, Motivation, theories and dynamics of motivation in sports,
- Psychological factors affecting sports performance-viz. stress, anxiety, tension and aggression.
- Personality, its dimensions, theories, personality and performance
- Individual differences and their impact on skill learning and performance

- Group dynamics, team cohesion and leadership in sports
- Sociometric, economics and politics in sports

Unit-2 Scientific Basis of Physical Education

- Physiology of muscular activity, Neurotransmission & Movement mechanism
- Physiology of respiration
- Physiology of blood circulation
- Factors influencing performance in sports
- Bioenergetics and recovery process
- Health-Guiding principles of health and health education
- Nutrition and dietary manipulations
- Health-related fitness, obesity and its management
- Environmental and occupational hazards and first aid
- Communicable diseases-their preventive and therapeutic aspects
- School health program and personal hygiene
- Theories and principles of recreation.
- Recreation program for various categories of people

Unit—3 Fitness & Sports Training

- Characteristics and principles of sports training
- Training load and periodization – short term & long term plan
- Training methods and Designing training program for development of various
motor qualities.
- Training cycles (Micro, Meso & Macro cycles)

- Technical and Tactical preparation for sports.
- Sports talent identification process and procedures
- Preparing for competition-build up competitions, main competition,
- competition frequency, Psychological preparation.
- Biological basis of physical activity-benefits of exercise, growth and exercise, exercise and well-being sex and age characteristics of adolescent. body types
- Basic Principles of Physical Fitness
- Benefits of aerobic exercises, monitoring heart rate, Developing aerobic exercise program- setting goals, applying FITT, building & maintaining aerobic fitness,
- Benefits of muscular strength & endurance, assessing muscular strength & endurance, creating a successful strength training program,
- Applying FITT principle, weight machines versus free weights, weight training safety,
- Determinants of flexibility, benefits & additional potential benefits of flexibility & stretching exercises, Flexibility improvement- FITT principle

Unit-4 Biomechanics, Athletic care & Rehabilitation

- Joints and their movements-planes and axes
- Kinetics, Kinematics-linear and angular, levers
- Laws of motion, principles of equilibrium, force, spin and elasticity
- Muscular analysis of Motor movement
- Mechanical analysis of various sports activities
- Mechanical analysis of fundamental movements- running, jumping, throwing, pulling and pushing
- Athletic injuries-their management and rehabilitation

- Therapeutic modalities and exercise
- Ergogenic aids and doping
- Posture – Postural Deformities

Unit—5 Research , Statistics, Evaluation & Management of Physical Education & Sports

- Nature, scope and type of research , ethical consideration in research
- Formulation and selection of research problems.
- Sampling-process and techniques.
- Methods of research.
- Data collection-tools and techniques.
- Statistical techniques of data analysis-measures of central tendency and variability correlation, normal probability curve, t-test and chi square, ANOVA
- Hypothesis-formulation, types and testing of null hypothesis
- Concept of test, measurement ,Evaluation & Assessment
- Basic Approaches and Principles of measurement and evaluation
- Construction of knowledge test and Psychomotor test
- Criteria of test selection
- Concepts and assessment of physical fitness, motor fitness, motor ability and motor educability and skill tests (Basket Ball, Soccer, Volleyball, Badminton, Tennis)
- Measurement of Affective Behavior: Likert Scale, Rating Scale and Questionnaire
- Psychological measurement in sports and Exercise -competitive anxiety, aggression, team cohesion motivation, self-concept.
- Anthropometric measurements and body composition.
- Concept and principles of management
- Management of infrastructure, equipment's, finance and personnel. Media &

Sports

- Instructional Process in Physical Education – essential elements, optimizing
- learning, effectiveness, class management, methods & techniques of teaching

Unit—6 Yoga, recreation, pedagogy, adapted physical education

- Meaning, definition, need & importance of yoga , Historical background of yoga, types of yoga, Ashtanga Yoga (Eight stages of yoga), Chitta Vruti (Causes for the modification of the mind), Chitta Viksepa (Directions & obstacles)
- Meaning & definition of Asanas, Pranayam, Bandha, & Kriya, Types of Asanas, Pranayama, Bandha, & Kriya, Need & importance of Asanas, Pranayam, Bandha, & Kriya ,Benefits & effects of Asanas, Pranayam, Bandha, & Kriya
- Purpose, Aims and Objectives of Adapted Physical Education and Sports, Adapted Sports- Para Olympics
- Behavioral and Special learning disability, Visual Impaired and Deafness, Health Impaired students and Physical Education, HRPF and its development for Individual with unique need
- Stages of skill development in teaching, sources of help, expert PE teacher, Effective teacher- Active teachers, contextual variations of active teaching
- Spectrum of teaching styles, Managing behavior & misbehavior, discipline, Developmental analysis, planning for instruction
- Technology in Physical Education, Domains of Physical Education, Curriculum in Physical Education
- Generic instructional strategies- guided practice, independent practice, monitoring student performance, Instructional format active teaching, task teaching, teaching through questioning, peer teaching, cooperative learning
- Traditional methods for assessing teaching- intuitive judgment, eyeballing, anecdotal records, checklists, rating scale, Systematic observation records- event recording, duration recording, interval recording, group time sampling, self-recording.

Unit-7. Health Education and Sports Nutrition

- 1 Definition of Health, Health Education and Description of its components.
- 2 Health Problems in India (Communicable and Non Communicable Diseases, Nutritional Diseases, and Environmental Diseases)
- 3 School Health Services
- 4 Nutrition, Assessment of Nutrition,
- 5 Classification of Food, Balance Diet.

Macronutrients – Carbohydrate, Protein and Fat, Micronutrients – Vitamins and Minerals, Water, Electrolytes, and Fluid Balance, Balanced Diet, Ergogenic Aids, Factors Affecting Nutrition Needs, Nutrition Plans - Sports Specific, Athlete Specific, Gender Specific, Age Specific, Eating Disorders in Athletes, Weight Management, Fueling Before, During and After Exercise.

Unit-8. Anatomy, Physiology and Physiology of Exercise

- 1 Cell, Tissues, Organs and Systems-Structure and Function
- 2 Bio-Electric Potential.
- 3 Study of following systems and processes with a view to understand the effect of exercise on Different systems of the Body.
 - 3.1 Cardio-Vascular System
 - 3.2 Respiratory System
 - 3.3 Nervous System
 - 3.4 Metabolism and Temperature Regulation
 - 3.5 Muscular System.

Anatomical Positions and Movements, Structure and Function of Cell, Cardiovascular System -The Heart, Vascular System, Blood,

Respiratory System - Pulmonary Ventilation, Pulmonary Volumes, Pulmonary Diffusion, Transport of Oxygen and Carbon Dioxide in the Blood, Gas Exchange, Musculoskeletal System-Properties of Muscles, Types of Muscles

and Bones, Anatomy of Skeletal Muscle, Tendons, Muscle Fiber Contraction, Muscle Fiber Types, Endocrine System- Endocrine Glands and Their Hormones, Neuromuscular System - Structure and Function of the Nervous System, Central Nervous System, Peripheral Nervous System, Neuromuscular Junction, Bioenergetics and Muscle Metabolism – Glycolysis, Kerb Cycle and Electron Transport Chain, Fatigue, Muscle Soreness and Recovery, Effect of Exercise on Body Systems.

Unit-9. Educational Methods and Educational Technology

- 1 Teaching Technique in Education.
- 2 Principles of Teaching, Commands and Class Management
- 3 Lesson Planning- Physical Education and Coaching Lessons
- 4 Tournaments-Knockout, League, Combination and Challenge types.
- 5 Audio-Visual aids-values, criteria for selection and suggestion for use.
- 6 Presentation Techniques in Physical Education.
- 7 Micro Teaching, Simulation Teaching.

Unit-10. Educational Psychology

- 1 Development Psychology (Heredity and Environment, Stages of Growth and Development , Individual Differences)
 - 2 Learning Processes (Theories of learning (Trial and Error, Conditioned Response and Learning by Insight), Laws of Learning (Law of readiness, Exercise , effect)
 - 3 Transfer of Learning and Learning Curve ,Memory & Types of Memory
 - 4 Personality (Meaning & Nature)
 - 5 Motivation and Emotion
- Learning Process and Theories of Learning, Personality and Sports, Personality

Theories, Motivation – Approaches, Theories, Achievement Motivation and Competitiveness, Feedback, Reinforcement, and Intrinsic Motivation, Arousal, Stress, and Anxiety, Diversity and Inclusion, Team Dynamics and Cohesion, Leadership and Communication, Imagery, Self-confidence, Goal Setting, Aggression, Concentration

Unit-11. Kinesiology and Corrective Physical Education

1 Types of Joints & Muscles.

2 Major Terminologies of Fundamental Movements.

3 Location and Action of Major Muscles.

4 Motor Unit and All and Non-law,

5 Reciprocal Innervation.

6 Line of Gravity, Centre of Gravity, Gravitational Force , Axis and Planes

7 Equilibrium and Friction, Newton's Laws of Motion, Centripetal & Centrifugal Force and Types of Lever

8 Prevention of Injuries

9 Massage, Postural Deformities. Therapeutic Exercises, Rehabilitation of Sports Injuries. Planes and Axes of Movement, Joints and Levers in Human Body, Mechanical Analysis of Fundamental Movements, Mechanical Analysis of Sports Technique Work, Power and Energy, Kinetics (Linear and Angular) - Force, Torque and Moment of Force, Laws of Motion, Muscle Angle of Pull, Impulse, Momentum, Kinematics (Linear and Angular) - Distance, Displacement, Speed, Velocity, Acceleration, Projectile Motion, Vectors, Scalars, Fluid Mechanics - Buoyancy,

Drag, Lift, Magnus Effect, Aerodynamics, Hydrodynamics, Spin.

Unit-12. Tests & Measurements

1 Tests, Measurements, Evaluation, Statistics, their Meaning .

2 Measures of Central Tendency, Measures of Variability.

3 Criteria of Test Selection

4 Motor Fitness Tests (AAHPER, JCR, Barrow , Indiana)

5 Skill Tests of different Games & Sports. (Hockey, Volleyball, Basketball, Football, Badminton)

Concepts in Tests and Measurements, Nature of Measurement and Evaluation, Purposes of Measurement, Testing and Evaluation, Validity, Reliability and Objectivity of test, Norm Referenced Reliability and Validity, Criterion Referenced Reliability and Validity,

Fitness Test Batteries, Developing Questionnaires, Measuring - Aerobic Capacity, Body Composition, Muscular Strength and Endurance, Flexibility, Speed, Agility and Reaction Time, Balance (Static and Dynamic) and Physical Activity, Human Performance Laboratory, Assessment of Sport Skills and Motor Abilities, Psychological Measurements in Sports and Exercise, Planning, Constructing, Administering, Scoring and Analyzing the Test.

Unit-13. Management of Physical Education

1 Meaning, Phases, Nature and Importance of Management.

2 Location, Preparation, Layout and Maintenance of Play Fields Construction,

3 Cares and Maintenance of Gymnasium and Swimming Pool.

4 Equipment in Physical Education Criteria of selection, procedure of purchase, care and maintenance of equipment's.

6 Intramural and Extramural Programmes.

7. Budget for Physical Education -Budget making and accounting

8. The World of Sports and its Business Ecosystem, Stakeholders, Sports Marketing, Sports Sponsorship,

9. Endorsement, Branding,

10 Sports Broadcasting, Media and Sports, Fan Engagement, Sport Governance, SWOT Analysis,

11. Performance Management System, Scouting and Identification of Talent,
Brand Marketing,

12. Human Resource Management in Sports,

Unit-14. Sports Training

1 Meaning, Definition and Principles of Sports Training.

2 Training Load Definitions, types and factors of training and Adaptation,

3 Meaning, Factors affecting and Classification of speed, strength, endurance, Flexibility and Coordinative abilities.

4 Means and method of development of Motor Abilities (speed, strength, endurance, Flexibility, Coordinative abilities).

5 Meaning, types & importance of Periodization.

6 Aim, & contents of different phases of Periodization, Build up and Main Competition,

7 Psychological Preparation for competition

8. Health Related Physical Fitness, Skill Related Physical Fitness,

9. Training –Strength, Endurance, Flexibility, Speed, Agility, Plyometric, Warmup and Stretching,

10. Training Load, Volume, Intensity, Specificity, Rest Interval, Frequency, Density, Adaptation, Overload, Overtraining,

11. Planning & Periodization, Short term plan, Annual Plan, Supercompensation, Detraining and Retraining

Unit-15. Physical Activity and Health Promotion

Health and Its Determinants, Physical Inactivity Versus Physical Activity, Role of Physical activity in Growth and Development, Physical Assessment and First Aid Techniques, Types of Injury, Common Sports Injuries and Therapeutic Measures, Tissue Healing, Reducing Risk of Injury and Re-injury, Physical Activity and Mortality, FITT (Frequency, Intensity, Time and Type) Principle, PRICE (Protection, Rest, Ice, Compression and Elevation) Principle, Physical Activity and Prevention of Diseases, Physical Activity and Postural Deformities

Unit-16: Research and Statistics in Sports

Types of Research, Research Process, Preparation of Research Proposal, Types of Research Design, Sampling Techniques, Ethical Issues in Research Descriptive Statistics and Inferential Statistics, Central Limit Theorem, Measures of Central Tendency, Measures of Variability, Normality of the Data, Probability, Hypothesis Testing – Types of Hypothesis, Level of Significance, Type 1 and Type 2 Error, Power of the Test, T value.

Documents Required

Documents required
<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. Two colour passport size Photograph 7.

Tentative Time Line / Steps for Ph.D Programme

Sr. No.	Tentative Time Line / Steps 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

Sr. No.	Tentative Time Line / Steps for Ph.D Programme
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.	Frist semester of one year duration course work – teaching learning, continuous evaluation and ESE examination
11.	Second semester of one year duration course work – teaching learning, continuous evaluation and ESE examination
12.	KT examination for the semester I and II for unsuccessful candidates or for grade improvement
13.	Issue of mark sheets for course work semester I and II
14.	Allotment of the guide at individual college level / department
15.	Topic approval of the thesis work
16.	Registration for Ph. D programme
17.	Annual Progress Seminars (APS) every June/July and Intermediate Progress Seamier (IPS) every January/February of the academic year
18.	Approval of examiners to present pre-synopsis in one of the APS and IPS
19.	Presentation of pre-synopsis and its approval by the examiners
20.	Submission of thesis
21.	Sending the thesis to reviewers
22.	Receipt of reviews about thesis from the reviewers
23.	Final defense of the thesis
24.	Submission of final corrected thesis after defense

Sr. No.	Tentative Time Line / Steps for Ph.D Programme
25.	Issue of provisional degree certificate
26.	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

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

Particulars	Provisional admission Fees (₹)
Provisional admission fee	
Total (₹)	
Link for fees payment (Fees will be accepted via online payment gate 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

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	
Development Fee	
Examination Fee	
Caution money Deposit (Refundable)	
Library Deposit (Refundable)	
Total (₹)	
@ If paid provisional admission fee then should be debited from total fee	
Link for fees payment (Fees will be accepted via online payment gate 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

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 link to make the payment. Student just needs to click on the link and follow below simple steps to make the payment.

1. **STEP 1:** Link will take you to myaccount.somaiya.edu portal. Use Somaiya SVV Net ID and password to login.
2. **STEP 2:** Login, select instalments and click on “Pay Now”.
3. **STEP 3:** System will redirect to Online Payment Gateway. Fill the required information and follow payment options to complete the payment cycle.

STEP 4[NEFT Payment]: On the payment gateway, students will see the option for NEFT/RTGS: Below is the process flow for NEFT/RTGS transactions. Also please note this option is only available with CCA venue payment gateway

Cancellation Policy for Provisional Admission

If the candidate has accepted the allotted seat by paying the fees and chooses/decides to withdraw from the programme of study should apply for cancellation by submitting a prescribed cancellation form available on the website.

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

Provisional Admission

Sr. No.	Point of time when application for provisional admission cancellation is received by college after payment of provisional admission fee	Deduction Applicable
1	From date of provisional admission to the date on which confirm seat is allotted	
2	After the date of confirm seat allocation	Deductions will be as per rules for regular admission
3	Provisionally admitted candidate fails to fulfil eligibility criteria as prescriber	No refund of fees paid for provisional admission

Regular/conformed admission

Sr. No.	Point of time when application for regular / conformed admission cancellation is received by college after payment of complete fee	Deduction Applicable
1	15 days or more before the last date of admission	
2	Less than 15 days before the last date of admission	00% of the total fees [#]
3	On/After last date of admission but on/before cut-off date	00% of the total fees [#]
4	After last date of provisional admission 00st Month 2025	100% of the total fees [#]

Process of getting documents submitted return

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