**Form 6: Check-list for Document Submission**

|  |  |  |  |
| --- | --- | --- | --- |
| Description: C:\Users\SHIVA\Desktop\1.png | **Pokhara University**Council for Doctoral StudiesPokhara-30, Kaski, Nepal |  |  |
|  | **Check-list for Documents to be Submitted with Application for Admission (MPhil/ PhD in Management)** |
|  |

The candidates applying for the admission in MPhil/PhD programme need to submit the following documents:

|  |  |  |  |
| --- | --- | --- | --- |
| SN | Document Name | Remarks | Submitted (Please tick 🗹 ) |
| 1. | Application Form | Duly completed and signed (Form 1) |  |
| 2. | Statement of Purpose | In the format prescribed (Form 2) |  |
| 3. | Research Synopsis | Preliminary research proposal in the format prescribed (Form 3) |  |
| 4. | Portfolio of Work | Related professional qualification in the format prescribed (Form 4) |  |
| 5. | Letters of Recommendation | In the format prescribed (Form 5) from ***two*** referees (To be submitted in sealed envelopes) |  |
| 6. | Check List for Document Submission | In the format prescribed (Form 6) |  |
| 7. | No Objection Letter(If applicable only) | No objection certification from current employer granting permission for PhD study (Form 7) |  |
| 8. | Curriculum Vitae | Should highlight academic credentials, achievements, publication and work experience. |  |
| 9.  | Credentials of Master’s Degree  | Self-attested copies of academic transcript, character certificate, and certificate of equivalence (for foreign degree) |  |
| 10. | Credentials of Bachelor’s Degree | Self-attested copies of academic transcript, character certificate, and certificate of equivalence (for foreign degree) |  |
| 11. | Credentials of Intermediate/+2 Education | Self-attested copies of academic transcript, character certificate, and certificate of equivalence (for foreign degree) |  |
| 12. | Credentials of Secondary Level Education | Self-attested copies of academic transcript, character certificate |  |
| 13. | Certificate of Migration(If applicable only) | Applicable for the graduates from other than Pokhara University. Need to submit original at the time of admission/registration |  |
| 14. | Research publication | Title page of the articles published in peer reviewed journal.  |  |
| 15. | Certificates of Work Experience | Certificates issued by the employers |  |
| 16. | Citizenship  | Self-attested citizenship certificate |  |
| 17. | Copy of Bank Deposit Voucher NRs. 7,000  | To be deposited in following account:Bank Name: Kamana Sewa Bikash Bank Ltd.Account Name: Faculty of Management Studies, PUA/C number: 01700300212317000001 |  |
| 18. | PP Size photo | 4 copies (Recent photograph) |  |

*Note: Please arrange these documents in the sequence as listed above while submitting the admission application document portfolio. Forms 1 to 7 can be downloaded from following URL*

*https://pu.edu.np/academics/faculties/fms/introduction/phdadmission*

…………………………………………………………………………………………………………………………

SELF DECLARATION

*I hereby declare that I have duly furnished all the documents listed above for fulfillment of requirements for admission to PhD in Management programme. The information furnished above is true, complete and correct to the best of my knowledge and belief.*

Signature:

Name of the Candidate:

Date: