

SIKKIM MANIPAL UNIVERSITY
Directorate of Distance Education
Syndicate House, 1st Floor, Manipal – 576 104

Credit transfer Scheme for Students from other Universities

Under this scheme Students from other UGC recognized Universities can seek transfer to SMU-DE.

- This scheme is applicable for both UG and PG Programs as mentioned in Table 1.
- Program based transfer only is permitted (Title of the program should match)
- Students who have successfully completed 1st or 2nd year or 1 to 3 semesters in the previous University are eligible.
- Students with backlog papers in 1st or 2nd year or 1 to 3 semesters are **NOT ELIGIBLE**.
- Students are required to complete at least 50% of program duration with SMU-DE.
Eg 1. If a UG student seeks Credit Transfer after 1st year, can seek admission to 3rd Semester.
Eg 2. If a UG student seeks Credit Transfer after 2nd year, can seek admission to 4th Semester.
- Credit transfer is permitted for only such students who are currently in the system. i.e., those whose validity is still in vogue (as per SMU norms)
- Students seeking admission through Credit transfer are required to submit Migration Certificate from the previous University and additional application form for credit transfer. (with undertaking letter as per the format)
- Medium of instruction is **English**. Hindi medium is available for select programs.
- Students shall pay a Credit Transfer fee at the time of enrolment.

CREDIT TRANSFER FEE	
Program	Fee
BA/MA/B.Com./M.Com.	Rs. 350/-
All other programs	Rs. 2000/-

Table 1 :List of Programs/Semesters allowed under Credit Transfer Scheme in Summer 2012.

Sl. No.	Name of the Program	Credit Transfer allowed up to (Sem)
1	BSCBT (Revised Spring 2007)	4th Sem
2	BSCHIA (Revised Spring 2007)	4th Sem
3	BSCMIT (Revised Spring 2007)	4th Sem
4	BSCMLT (Revised Spring 2007)	4th Sem
5	DMLT (Revised Spring 2007)	3rd Sem
6	MSCBI (Revised Fall 2007)	3rd Sem
7	MSCBT (Revised Fall 2010)	3rd Sem
8	MSCCRA (Revised Fall 2009)	3 rd sem (Subject to approval of HOD)
9	BA (Summer 2011)	3rd Sem
10	BAE	2nd Sem
11	BAHH	2nd Sem
12	BAPSH	2nd Sem
13	BAS	2nd Sem
14	MAH	3rd Sem
15	MAPS	3rd Sem
16	BCOM (Summer 2011)	3rd Sem
17	BCOMEIM	4th Sem
18	BCOMFP	4th Sem
19	BCOMIS	4th Sem
20	BCOMSCM	4th Sem
21	MCOM	3rd Sem
22	BSCAFD (Revised Fall 2009)	4th Sem
23	ADHCM (Revised Spring 2007)	3rd Sem
24	BSCHCM (Revised Spring 2007)	4th Sem
25	DHCM (Revised Spring 2007)	2nd Sem
26	PGDTTM	2nd Sem
27	BAJM (Revised Fall 2009)	4th Sem
28	MAJM	3rd Sem
29	BCA (Revised Fall 2007)	4th Sem
30	BSCIT (Revised Spring 2009)	4th Sem

Sl. No.	Name of the Program	Credit Transfer allowed up to (Sem)
31	BSCNT	4th Sem
32	DIT (Revised Spring 2009)	2nd Sem
33	MCA (Revised Fall 2007)	4th Sem
34	MSCCS (Revised Fall 2007)	3rd Sem
35	MSCIT (Revised Fall 2011)	3rd Sem
36	PGDCA (Revised Fall 2007)	2nd Sem
37	PGDIT (Revised Fall 2011)	2nd Sem
38	PGDTN (Spring 2011)	2nd Sem
39	BBA (Revised Fall 2011)	2nd Sem
40	MBA (Revised Spring 2010)	3 rd sem (Subject to approval of HOD)
41	MBADS (Fall 2011)	3 rd sem (Subject to approval of HOD)
42	MBAHCS (Revised Spring 2010)	3 rd sem (Subject to approval of HOD)
43	PGDBA	2nd Sem
44	PGDBM	2nd Sem
45	PGDFM	2nd Sem
46	PGDHRM	2nd Sem
47	PGDHSM	2nd Sem
48	PGDIB	2nd Sem
49	PGDISM	2nd Sem
50	PGDMM	2nd Sem
51	PGDOM	2nd Sem
52	PGDPM	2nd Sem
53	PGDROM	2nd Sem
54	PGDTQM	2nd Sem

P.S. University reserves the right to accept or reject any form under the above scheme.

15.05.2012

Additional Registrar



1. Admission Form No:	
2. Name of the Applicant:	
3. LC Code:	
4. Program Applied for:	
5. Semester Applied for (in words):	

Details of previous Qualification	
1. Name of the University with city and State Name	
2. Roll No issued by the University	
3. College/ Institute Name with city name	
4. Full Name of the program with Group/ Specialisation details	
5. Medium of Instruction/ Study	
6. Migration certificate is enclosed (Yes/ No)*	

*- In the absence of Migration certificate an Affidavit is to be produced in the attached format

Result Details						
Semester/ Year	1	2	3	4	5	6
Semesterwise Percentage/ Grade/ SGPA						
Yearwise Percentage/ Grade						
Result Status (Pass/ Fail)						

Instructions

1. This scheme is applicable for both UG and PG programs (exclusive of Diploma, Advanced Diploma & PG Diploma)
2. Program based transfer only is permitted. The program name and Specialisation/ Group has to exactly match with the program offered in SMU.
3. Students who have successfully completed 1st or 2nd year or 1 to 3 semesters from the UGC recognised University are eligible.
4. Student is required to complete 50% of course duration with SMU-DE. i.e. If a UG student seeks credit transfer after 2nd year, can seek admission to 4th semester.
5. Change of medium of instruction/ study is not permitted.
6. The candidates opting for scheme are not eligible for any Exit qualification.
7. Students shall pay a credit transfer fee at the time of enrolment.

Credit Transfer Fee	
Program	Fee
BA/ MA/ BCOM/MCOM	Rs. 350
All other programs	Rs. 2,000

DECLARATION BY WAY OF AFFIDAVIT

I _____, Son/Daughter of _____, aged _____ years, residing at _____, do hereby solemnly affirm on oath and state as follows:

1. I am a student of _____ University, doing a course in _____. I was admitted for the course in the academic year _____. I have completed _____ semester(s)/years of study.
2. I wish to change and move to Sikkim Manipal University (SMU) out of my own free will and volition.
3. As I have already completed _____ semester(s)/years of study at _____ University and have passed in all the subjects, I wish to obtain Credit for the same from Sikkim Manipal University where I am seeking admission to a similar course in the _____ semester.
4. I hereby declare that I am not pursuing any other University Degree program anywhere in the country from any University approved by the UGC.
5. I hereby declare that there is no criminal action pending against me in the present University, namely, _____ University, where I am registered as a student for the _____ course.
6. If Sikkim Manipal University has reason to believe that I have indulged in suppression of information, they may cancel my registration forthwith and any examination that I may have taken in SMU may be cancelled.

Solemnly affirmed and declared, this _____ day of _____ at _____

Identified by me

Deponent

Advocate

Notary