**ENROLMENT PROCEDURE FOR  
SANTI MAHA SANGHA EXAMINATIONS**

To register for a Santi Maha Sangha exam (including the Base), you must be a member of the Dzogchen Community. For the Base Level exam the welcome card holder fee must have been paid for three years; subsequent membership fees must have been paid up to date before the examination; for the next levels it should have been paid continuously since the year of the Base examination.

**INSTRUCTIONS FOR THE CANDIDATE**

Three months before the examination date, the candidate must fill in the official form that includes the admission request and a record of his/her Karma Yoga collaboration.

The Karma Yoga service to the Community, obligatory for entrance to all SMS examinations, must have begun at least a year prior to the Base exam (if the exam is scheduled for 2016, the Karma Yoga must have started no later than 2015). In subsequent years, you must be able to demonstrate a continuous history of Karma Yoga between one level of SMS exam and the next. Any suitable work offered for the benefit of the Dzogchen Community is valid as Karma Yoga, provided that it is done upon request of, or agreement with, the Dzogchen Community Gakyils and related associations (Shang Shung Foundation/Publications, A.S.I.A.). Therefore Karma Yoga should always be arranged through the Gakyils, Shang Shung Foundation/Publications and A.S.I.A.

The completed form should be sent by the candidate to his/her local Gakyil. The standard form can be downloaded from the webpage:

[http://dzogchencommunity.org/santi-maha-sangha/](http://dzogchencommunity.org/santi-maha-sangha/" \t "_blank)

If the Karma Yoga was done for a Community organization other than the local Gakyil, the candidate should also fill in a separate Karma Yoga form ([Karma Yoga Form SMS – IDC](http://dzogchencommunity.org/assets/Karma-Yoga-Form-SMS-IDC.docx), available in the same webpage) to the relevant organization, which is responsible for validating it and sending it directly to the SMS Coordinating Center [sms@dzogchen.net](mailto:sms@dzogchen.net) and to the candidate.

The candidate will be notified by the SMS Coordinating Center that his/her application has been approved or rejected. If an answer is not received, the candidate should actively inquire his/her local Gakyil about his/her application.

**INSTRUCTIONS FOR THE LOCAL GAKYILS**

As soon as the form filled out by a candidate is received, the local Gakyil should check the payments of the membership fee, validate the Karma Yoga claim (if the Karma Yoga was offered to the local Gakyil itself), and should add a brief evaluation of the candidate’s conduct, participation and activity within the context of the Community.

The evaluation of the candidate’s conduct should be collectively approved by at least three Gakyil members after consulting with the Gakyil of the Gar, if necessary, and with the SMS coordinator of the Gar. The report should indicate clearly if the Gakyil supports the application or not.

The form completed in this way should be sent by the local Gakyil to the SMS Coordinating Center [sms@dzogchen.net](mailto:sms@dzogchen.net) that will forward the application to the examiners. Any application will be approved or rejected and the SMS Coordinating Center will communicate the outcome to the candidate. Without approval of his/her application the candidate cannot sit for the exam.

For clarifications please contact your SMS coordinator.

SANTI MAHA SANGHA COORDINATORS

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