



MANAGEMENT PROGRAMS ADMISSION INFORMATION HANDOUT FOR INTERNATIONAL CANDIDATES (Foreign Nationals and Non Resident Indians) (Batch - 2018)

1. INTRODUCTION

- 1.1 This booklet gives information about the Admission Procedure for following full time MBA - Mumbai & PGDM - Bengaluru / PGDM – Hyderabad / PGDM – Navi Mumbai / PGDM – Indore Programmes for academic year commencing from June 2018.

Sr. No.	Name of the program	No. of Seats*
1.	MBA Two year full time programme having concentration in any one of the following areas: 1. Finance 2. Information Systems 3. Marketing 4. Operations & Decision Sciences 5. Analytics	50
2.	MBA Human Resource	6
3.	MBA Pharmaceutical Management	6
4.	PGDM - Bengaluru Campus	18
5.	PGDM - Hyderabad Campus	12
6.	PGDM - Navi Mumbai Campus	6
7.	PGDM - Indore Campus	6

*30% Seats in the MBA / PGDM Programs of NMIMS will be offered to Girls

The candidates can apply under any one of the following categories:

Candidate who is not present in India during NMAT by GMAC™ – 2017 (5th October 2017 – 18th December 2017) are only eligible to apply under the following categories.

1. Application under Non Resident Indian Category:

- i. Candidate who is “resident” of a foreign country holding an Indian passport.
- ii. Candidate who has Indian Passport but is working out of India continuously for more than two years. (need to be resident of foreign country until 31st January 2018).
- iii. Sons and daughters or spouse of NRI who have been physically out of India or are out of India for a period of two consecutive years. (need to be resident of foreign country until 31st January 2018).
- iv. Non Resident Indian candidates who have studied and passed the qualifying examinations from Universities in foreign countries. This will include the candidates studying in Universities situated in foreign countries but will not include the candidates studying in India in a foreign University campus located in India.

2. Application under Foreign National Category:

Foreign National shall mean citizens of all countries other than India, who possesses a foreign passport.

GMAT score will be accepted from the above mentioned candidates in lieu of NMAT by GMAC™.

2. ELIGIBILITY CRITERIA FOR ADMISSION TO THE PROGRAMMES

2.1 Bachelor's Degree in any discipline from recognized University with minimum 50% marks in aggregate. Sub clauses 2.2 to 2.8 are also applicable.

- Valid GMAT score of 550 and above (GMAT score for last 3 years up to 31st January, 2018 will be considered) for the above mentioned candidates.
- Applicants are required to submit certificate of equivalence of the degree from competent statutory authority of the country.
- Admission is subject to getting clearance from the candidate's Government (if required) and a student visa from the Indian Embassy in your country.

Note1: Association of Indian Universities (AIU) equivalence certificate is mandatory for those candidates who have completed their graduation from overseas Universities.

Note2: As per University Grants Commission (UGC) notification - F. No. UGC/DEB/2013 dated 14.10.2013 – "Degrees / Diplomas / Certificates awarded for programmes conducted by the Open & Distance Learning (ODL) institutions, recognized by Distance Education Council (DEC) (erstwhile) and UGC, in conformity with UGC Notification on specification of Degrees should be treated as equivalent to the corresponding awards of the Degree / Diploma / Certificate of the traditional Universities / institutions in the country".

Note3: Reservation of seats for the widows / wards of armed forces personnel killed /disabled in action or during peace time and wards of Kashmiri migrants will be applicable provided such candidates successfully meet the specified cut-offs and eligibility criteria of the respective program/s applied for at the time of registration and also qualify the cut off. If the candidate has been selected in any of the programs of NMIMS, then they would not be considered for this reservation.

2.2 For all the full time programs candidates who are appearing for the final examination of their Bachelor's degree are eligible to apply. Provisional admission is subject to clearing the final examination of their Bachelor's degree with 50 % aggregate marks and selected candidates must produce all the necessary documents, in original, within the given stipulated time.

- 2.3 For all the full Time programs, candidates having two and more years of post-qualification work experience will be preferred.
- 2.4 The candidate must have appeared for all his subject(s) / examinations before the commencement of the respective program (s) of NMIMS (Deemed to-be-University). The examination of none of the subjects should be held after the commencement of the respective course. Also the candidate should be declared pass in all the above referred subjects (s) / examinations by the University from where he / she is graduating from, with minimum passing requirements (minimum 50% marks in the aggregate).
- 2.5 At the time of admission, candidate has to produce semester-wise / trimester-wise / consolidated (only if individual mark sheets are not issued by University / Institute) mark sheets of all years of the college from which he/she is graduated. In case of internet copies of mark sheets, attestation by Principal with official seal is mandatory.
- 2.6 The candidates who have passed, or have appeared for graduation examination from a University where Grade Point Average is given, must produce the equivalent percentage for the GPA/ CGPA obtained in writing from the University concerned.
- 2.7 It is sole responsibility of the candidates to ascertain whether they possess the necessary and requisite qualification for the admission at NMIMS, as verification of the documents is done at the time of final admission.
- 2.8 If at any stage, it is found that a candidate does not satisfy the eligibility criteria or the information furnished by him/ her in the online registration is incorrect, his/ her application for the admission to the Programme, even if selected and fees paid, will stand cancelled and fees forfeited. Candidates appearing for Personal Interview will do so at their own risk, eventually, forfeiting their admission for want of meeting the eligibility criteria. In such cases candidate will forfeit all the payments like Personal Interview registration charges, Program fee etc.

3. ADMISSION SCHEDULE

IMPORTANT DATES FOR REGISTRATION (Batch - 2018)

The Schedule and registration charge for Admission Process is as under:

Event	Start	End	Registration charges (Non-Refundable)
Registration	14 th November, 2017	28 th February, 2018	Registration charges will be US \$ 147.5 (US\$ 125 plus taxes as applicable) to be paid through Debit/ Credit Card (Visa/ Master)

NMIMS reserves the right to make any change in the above dates and candidates are advised to visit the NMIMS website periodically to note changes, if any.

MBA / MBA HR Programme

Course Commencement: 4 June, 2018

Closure of admission (last date of admission): 19 June, 2018

Interested candidates have to visit the NMIMS website for online registration.

4. SELECTION PROCESS

4.1 For the candidate based in India at the time of Personal Interview

Please note that call letter for shortlisted candidate who needs to appear for Personal Interview will be uploaded on the NMIMS website www.nmims.edu

No Separate call letter will be mailed.

Note: Personal Interview for short listed candidates will be conducted in Mumbai only.

4.2 For the candidate not based in India at the time of Personal Interview

Shortlisted candidates who are based outside India during this period will be telephonically interviewed at a prefixed date and time.

Prior to the Personal/Telephonic interview the candidate needs to send the hard copies of the following documents on or before 12th March 2018.

- i. **Statement of Purpose (SOP):** Reason for applying to the Programme, study interests, future career plans, etc.
- ii. **Letters of Recommendation:** Two testimonials are required. Recommendation letters should be from a faculty member/ Professional Associate/ Referee at the last University you attended as a student or from work associates who can comment on your academic potential for post graduate work.
- iii. Duly attested photo copies of Bachelor's Degree.
- iv. Certificate of equivalence of the degree from competent statutory authority of the country; from Association of Indian Universities (AIU).
- v. Mark sheet/ Degrees in a language other than English should be got translated into English language and a copy of the same duly attested be attached. Candidate has to produce semester-wise / trimester-wise mark sheet of all years. Only consolidated mark sheet will not be entertained.
- vi. TOEFL or IELTS score card (as applicable).
- vii. GMAT score card.
- viii. Copy of passport.
- ix. Proof of residence.

The above mentioned documents must reach at the below mentioned address on or before 12th March 2018, else they will not be considered for Personal Interview process.

Deputy Registrar - Admissions
SVKM's NMIMS
V. L. Mehta Road,
Vile Parle (West),
Mumbai – 400056

The final decision of the University will be based on the GMAT score, Statement of Purpose, Letter of Recommendation and Personal / Telephonic Interview.

At the time of admission in addition to above documents please submit the below mentioned documents also:

- Medical Insurance documents
- STUDENT VISA' endorsed to NMIMS for joining full time programme. No other endorsement is acceptable. The Visa should be valid for the prescribed duration of the programme.

- 4.3 **The selection criteria will be based on merit only. Decision regarding cut-off of the merit list will solely lie with NMIMS. The selection will be based on the merit score obtained by the candidate as well as on the availability of the seats in the programme. In this regard, the decision of the NMIMS will be final and undisputable and shall be binding on all concerned.**
- 4.4 Canvassing, in any form for admission will disqualify the candidate.
- 4.5 All matters of dispute will be subject to the legal jurisdiction of Mumbai only.
- 4.6 All communication to the candidates will be through NMIMS website only.

Please note that No separate communication will be sent in this regard.

5. FEES

Fees for academic year 2017-18 were US \$ 20,000 (For Information only). The Fees for academic year 2018-19 will be informed during Personal Interview. Fees will be accepted only in USD throughout the programme.

6. REFUND OF FEES IN CASE OF WITHDRAWAL/CANCELLATION OF ADMISSION

Withdrawal of admission means voluntary withdrawal by the candidate for any reason. The candidate should submit a written request for withdrawal/ cancellation of admission to Deputy Registrar (Admissions) along with original fee receipt which is a MUST during 10.00 am to 5.00 pm.

7. REFUND RULES

If a student chooses to withdraw from the program of study in which he / she is enrolled, the institution shall follow the following four-tier system for the refund of fees remitted by the student.

Sr. No.	Percentage of Refund of Aggregate fees*	Point of time when notice of withdrawal of admission is served to the Institute
(1)	100%	15 days before the formally-notified last date of admission.
(2)	80%	Not more than 15 days after the formally-notified last date of admission
(3)	50%	More than 15 days but less than 30 days after formally-notified last date of admission
(4)	00%	More than 30 days after formally-notified last date of admission

*(Inclusive of course fees and non-tuition fees but exclusive of caution money and security deposit)

In case of (1) in the table above, the deduction will be 10% of the aggregate fees as processing charges from the refundable amount. Aggregate fees is inclusive of course fees and non-tuition fees but exclusive of caution money and security deposit.

Note 1: Candidates to refer Important Dates of the respective programme.

Note 2: The above refund rules are subject to revision as per UGC notification (as applicable). For International candidates, the refund on cancellation will be in same currency and will be restricted to the net rupee amount received less cancellation charges.

Important Message: There is NO 'Management Quota' at NMIMS for MBA/PGDM Programs. If you receive any E-Mail / SMS related to it, consider it as Fraudulent. Beware of such activities and do not entertain any monetary transactions. Please report such activities to the Police and enquiry@nmims.edu

CONTACT INFORMATION

1. NMIMS Admission /Application related queries

- (a) Phone Support: 022-42355621/ 5622 / 5624 / 5907 / 5704 Monday to Saturday (except public holidays)
- (b) Toll Free No. : 18001025138 Monday to Saturday (except public holidays)
- (c) Email Support: enquiry@nmims.edu

2. NMIMS Application – Technical Queries

- (a) Phone Support – 18001025138 Monday to Saturday (except public holidays)
- (b) Email Support: TechSupport@nmims.edu