

SVKM's NMIMS Deemed-to-be University
Balwant Sheth School of Architecture
Centre for Built Environment Studies
Certificate Program in Building Information Modelling (BIM)
Management (Batch-2026)

Information Handout

1. Introduction:

The Certificate Program in Building Information Modelling (BIM) Management is being offered by SVKM's NMIMS (Deemed-to-be University) - NAAC A++ Accreditation. It is being conducted by Balwant Sheth School of Architecture, under the Centre for Built Environment Studies in collaboration with Autodesk.

The program is designed for architecture and civil/structural professionals, BIM practitioners, working professionals in AECO industry, faculty members in architecture and civil engineering colleges, and graduates looking to transition from traditional practice to digital BIM based workflows.

2. Program & Intake:


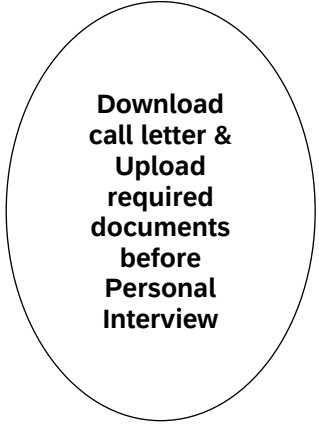

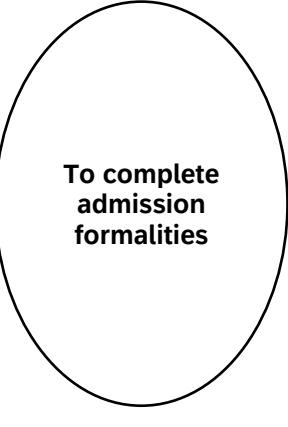
Programmes	Campus	Duration	Intake
Certificate Program in Building Information Modelling (BIM) Management	Mumbai	1 Year	30

- The program will commence only if there are a minimum of 10 eligible candidates admitted after the selection process.
- Intake subject to change based on the availability of the number of applicants.
- Intake mentioned above is only for maintaining seats & buffer. We will not display intake in the public domain

3. Eligibility:

B. Arch., M. Arch., B.E., B. Tech. M. Tech. (Civil) or Equivalent Degree, MBA, Working Professionals (Architecture & Civil/Structural firms), Faculty in Architecture & Civil/Structure Colleges (Pre – requisite for all applicants - Basic knowledge of Revit)

4. Admission Process:

Certificate Program in Building Information Modelling (BIM) Management			
Step 1	Step 2	Step 3	Step 4
 <p>Initial Registration, Pay the application fee and complete the process.</p>	 <p>Download call letter & Upload required documents before Personal Interview</p>	 <p>To appear Personal Interview</p>	 <p>To complete admission formalities</p>
<ul style="list-style-type: none"> • Visit www.nmims.edu • For registration, click on “Apply Now” and create an account. • Candidate will get the registration number on their registration email id. to fill and complete the application form. • Before filling the online form, please read all the instructions carefully mentioned in the instruction sheet, important dates, and Terms & Conditions given in the online application form. 	<ul style="list-style-type: none"> • Candidates who register successfully, only will be confirmed Personal Interview. No separate call letter will be mailed or posted. • Candidates are required to download the call letter from their login dashboard. • Upload the mentioned documents before their personal interview. 	<ul style="list-style-type: none"> • The personal interviews will be held at NMIMS Mumbai campus only (In person - offline). 	<ul style="list-style-type: none"> • Selected Candidate has to confirm his/her provisional admission by filling up e-admission form, uploading required document and paying fees within given timeline. • Only those candidates who complete the process by paying fees will provisionally admitted to the program.

4.1 Payment of Registration (Step-1):

- Online Registration Fee of Rs. 2,000/-
- Registration Fee is non-refundable / non-transferable.

4.2 Call letter (Step-2):

- List of Documents to be uploaded for to appear Personal Interview:
 - 1) Copy of duly filled online application form
 - 2) 10th mark sheet & passing certificate
 - 3) (10+2) or equivalent mark sheet and passing certificate
 - 4) Graduation marksheet and passing certificate (if applicable)
 - 5) ID proof (Passport / PAN / AADHAR / Driving License)
- Candidate’s application form will not be considered, if they fail to upload the above-mentioned documents till given timeline.

- Candidate is requested to download the admit card from our website dashboard
- The Interviews will be scheduled as per the important dates mentioned on the website.
- No candidate, without admit card or without the photograph on the admit card will be permitted to appear for the personal interview.
- The candidate must be available for personal interview as per the details given in the call letter.
- Candidate is required to download the call letter from dashboard as per the important dates mentioned on the website. No separate call letter will be mailed or posted to the candidate.
- The candidate must carry original ID proof while appearing the personal interview.
- Personal Interview details (venue, time) will be communicated in the call letter.

3 **Selection Process:**

- Personal Interview total marks = 100 marks

- **Structure of PI**

Part	Personal Interview Topics	Allotted Marks
1	Aptitude for Advanced Studies	15
2	Relevant Past Experience	10
3	Skill and Presentation	15
4	Concluding Remarks	10
5	Portfolio of relevant works	50
	Total	100 Marks

- Final merit list will be based on Personal Interview Marks & Portfolio Marks.
- The selection will be solely based on merit. In this regard, the decision of the NMIMS will be final and undisputable as also shall be binding on all concerned.
- Admission offer is given as per the merit and vacancy available. WAITLISTED candidates have to check their merit list status as per the date given on the website. SELECTED candidate should upload necessary required documents and pay the full course fees at the link given in respective candidate's log-in within the stipulated given time frame. Kindly note that only those candidates who complete the process by paying fees will admitted to the program.

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4 **Program Fees for batch 2026:**

- Course Fee at INR 250,000 with (inaugural year) assured scholarship of INR 100,000/- Net Payable Fee per student at INR 1,50,000/-

5 **Refund Rules:**

- As per UGC's notification, details will be shared during admission.

Note:

- Please note the closure of admission / last date of admission as mentioned in the important dates of the respective program.
- The Candidate is requested to check the commencement date. The cancellation policy/date is applicable, as mentioned in the admission offer letter

6 Important instructions:

- For cancellation/ withdrawal of admission: Withdrawal / cancellation means voluntary withdrawal / cancellation by candidate for any reason. Candidate has to upload cancellation form duly filled and signed, fees paid receipt copy & cancelled cheque (personal account) to mentioned link : <https://upload.nmims.edu/admission/cancellation/>
- Please see the important dates and preserve it as a guide. All announcements from the institute will be through its website www.nmims.edu / on the candidate's dashboard and no individual communication will be sent to the candidates. Kindly check the website regularly for any updates.
- 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 application form is incorrect, his/her application for the admission to the program, even if selected, will stand cancelled and fees will be forfeited.
- Candidate's documents will be verified online (if selected) & if found not eligible, admission will be cancelled and fees will be forfeited.
- Canvassing in any form will disqualify the candidate.
- NMIMS has full right to disqualify a candidate at any stage of admission process if found ineligible. No separate intimation will be given.
- It is the sole responsibility of the candidate to ascertain whether they possess the necessary and requisite qualifications for the admission at NMIMS, as verification of the documents is done at the time of final admission.
- Admission to program is considered as "Provisional Admission" till the candidate submits all required and mandatory documents and the same is verified and approved. If it is found that the candidate is not eligible at any stage (even after the course commencement), admission will be cancelled and fees will be refunded as per the refund rule clauses even if selected/ admitted to the program.
- .All matters of dispute will be subject to the legal jurisdiction of Mumbai only.

7 Contact Information:

- NMIMS Admission / Application / Technical-related queries:
- Toll-Free No.: 18001025138 – Monday to Friday (except public holidays), Saturday (only 2nd and 4th Saturday) Time: 09:00 - 18:00 hrs.
- For any support and assistance, kindly log in to the dashboard <https://apply.nmims.edu> & raise a query in my query section.