



# ADMISSION HANDOUT FOR MANAGEMENT PROGRAMS – 2020

## 1. INTRODUCTION

- 1.1 This booklet gives information about the Admission Procedure and criteria for the following full time MBA - Mumbai & PGDM - Bengaluru / PGDM – Hyderabad / PGDM – Navi Mumbai / PGDM – Indore / PGDM – Business Analytics / PGDM - Logistics and Supply Chain Management Programmes for academic year commencing from June 2020.

Sr. No.	Name of the program	No. of Seats*
1.	<b>MBA</b> 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	540
2.	<b>MBA Human Resource</b>	60
3.	<b>MBA Decision Science &amp; Analytics</b> (Dual Degree in MBA Decision Science & Analytics, SBM + MS Business Analytics & Information Management, Purdue University)	60
4.	<b>MBA Pharmaceutical Management</b>	120
5.	<b>PGDM - Bengaluru Campus</b>	180
6.	<b>PGDM - Hyderabad Campus</b>	120
7.	<b>PGDM - Navi Mumbai Campus</b>	60
8.	<b>PGDM - Indore Campus</b>	60
9.	<b>PGDM - Business Analytics, Mumbai</b>	60
10.	<b>PGDM - Logistics and Supply Chain Management, Navi Mumbai</b>	60

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

## 2. IMPORTANT INSTRUCTIONS

2.1 Admission for all the Full Time Programmes mentioned above is through NMAT by GMAC™ exam. For all test related information please visit [www.nmat.org.in](http://www.nmat.org.in). Candidates can apply for more than one Programme and more than one campus.

### 2.2 Apply Online

**Step 1: Registration at NMAT by GMAC™:** Visit [www.nmat.org.in](http://www.nmat.org.in) to register online and complete registration process by paying registration fee. Please remember your NMAT by GMAC™ registration number. It is mandatory to complete the NMAT by GMAC™ test registration before proceeding for the NMIMS application.

**Step 2: Registration at NMIMS:** Visit [www.nmims.edu](http://www.nmims.edu) enter your NMAT by GMAC™ registration no. and complete the application process, without this number you will not able to proceed further to fill up NMIMS application form; complete the NMIMS application by paying the registration fees (as applicable).

## 3. ELIGIBILITY CRITERIA FOR ADMISSION

Sr. No.	Name of the program	Eligibility Criteria
1	<b>MBA / MBA HR / MBA Decision Science &amp; Analytics</b> (Dual Degree in MBA Decision Science & Analytics, SBM + MS Business Analytics & Information Management, Purdue University) (Mumbai Campus)	Bachelor's Degree in any discipline from a recognized University with <b>minimum 50% marks</b> in the aggregate. MBA Decision Science & Analytics (Dual Degree in MBA Decision Science & Analytics, SBM + MS Business Analytics & Information Management, Purdue University) applicants shall have taken Mathematics at the pre university level - (10+2) or equivalent examination/s and English proficiency examination result. The minimum TOEFL score is 80; IELTS score is 6.5. (See sub clauses <b>3.1 to 3.7</b> also)
2	<b>MBA Pharmaceutical Management</b> Selection process is separate (Mumbai Campus)	Bachelor's Degree in Pharmacy, Life Sciences, Medical Technology, MBBS, BDS, BHMS, BAMS, B.Sc. Biotechnology and M.Sc. Biotechnology from a recognized University with <b>minimum 50% marks</b> in the aggregate.  Candidates with B.Tech. Bio-Tech./Bio-Medical or B.E. Bio-Tech./Bio-Medical are also eligible to apply.  Candidates working in Pharmaceutical Companies for more than two years are preferred.  (See sub clauses <b>3.1 to 3.7</b> also)
3	<b>PGDM - Bengaluru Campus</b> <b>PGDM - Hyderabad Campus</b> <b>PGDM - Navi Mumbai</b> <b>PGDM - Indore Campus</b> <b>PGDM - Business Analytics, Mumbai</b> <b>PGDM - Logistics and Supply Chain Management, Navi Mumbai</b>	Bachelor's Degree in any discipline from a recognized University with minimum 50% marks in the aggregate (except for the PGDM - Business Analytics, Mumbai Program)  The PGDM - Business Analytics, Mumbai applicants shall have Bachelor's Degree in Engineering, Mathematics, Statistics, Commerce or Economics with minimum 55% marks in the aggregate.  (See sub clauses 3.1 to 3.7 also)

- Note 1: 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".
- Note 2: AIU certificate is mandatory for those candidates who have completed their graduation from overseas Universities.
- Note 3: 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 NMAT by GMAC™ Test cut off. If the candidate has been selected in any of the programs of NMIMS, then they would not be considered for this reservation.
- 3.1 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 stipulated aggregate marks and selected candidates must produce all the necessary documents, in original, within the given stipulated time.
- 3.2 For all the Full Time programs, candidates having two and more years of post-qualification work experience will be preferred.
- 3.3 The candidate must have appeared for all his subject(s) / exams **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 stipulated marks in the aggregate. However, in case the candidates' graduating University schedules the final year / semester / trimester examination/s (as applicable) during / after the commencement of the respective program the candidates' candidature may be considered subject to NMIMS (Deemed to be University) discretion.
- 3.4 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.
- 3.5 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.
- 3.6 It is sole responsibility of the candidate 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 only in June at the time of joining the program.
- 3.7 Important Note:
- a) 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. The registration fee is non-refundable.
  - b) Candidates appearing for NMAT by GMAC™ exam, Case Discussion & Personal Interview should note that if at any point of time it observed that they do not meet eligibility criteria, then admission will be cancelled and the process will stand terminated. No fees will be refunded. The course fees if paid, refund will be as per refund rules (as applicable).

## 4. ADMISSION PROCESS

**Stage 1** NMAT by GMAC™ test is a mandatory test for applying to the following NMIMS University programmes viz 1) MBA 2) MBA Human Resource 3) MBA Decision Science & Analytics (Dual Degree in MBA Decision Science & Analytics, SBM + MS Business Analytics & Information Management, Purdue University) 4) MBA Pharmaceutical Management 5) PGDM Bengaluru 6) PGDM Hyderabad 7) PGDM Navi Mumbai 8) PGDM Indore 9) PGDM - Business Analytics, Mumbai 10) PGDM - Logistics and Supply Chain Management, Navi Mumbai. For more information about the test, please visit [www.nmat.org.in](http://www.nmat.org.in).

The score of the NMAT by GMAC™ Test for all the NMIMS applicants will be submitted by GMAC electronically to NMIMS (Deemed to-be-University).

**Stage 2** Case Discussion (CD) and Personal Interview (PI) only for shortlisted candidates

**Stage 3** Candidates' academic performance, relevant work experience and other similar inputs.

- It is mandatory for candidates to fill in the NMIMS application form on [www.nmims.edu](http://www.nmims.edu) to confirm his candidature and be in the NMIMS admission programs for the 2020-22 Batch.
- The preferences once given cannot be changed later on. Candidates are advised to check the information entered in the online registration application form very carefully while registering and again before submitting the application as they will not be allowed to make any changes after submitting the application.
- The candidates are advised to note their NMAT by GMAC™ / NMIMS Application number. The further communication / process will be as per NMAT by GMAC™ / NMIMS Application number only.

## 5. ADMISSION SCHEDULE

5.1 The schedule & Application charges for NMIMS applications are as under:

Event	Start	End	Registration charges (Non-Refundable)
NMIMS Application	Thursday 4 <sup>th</sup> July, 2019	Tuesday 15 <sup>th</sup> October, 2019	Rs.1500/- plus applicable taxes for normal registration for either MBA Full Time Program/s - Mumbai Campus or PGDM Bengaluru / Hyderabad / Navi Mumbai / Indore / Business Analytics, Mumbai / Logistics and Supply Chain Management, Navi Mumbai
			Rs. 1800/- plus applicable taxes for both MBA Full Time Program/s - Mumbai Campus and PGDM Bengaluru / Hyderabad / Navi Mumbai / Indore / Business Analytics, Mumbai / Logistics and Supply Chain Management, Navi Mumbai
NMIMS Reapplication	Saturday 5 <sup>th</sup> October, 2019	Thursday 26 <sup>th</sup> December, 2019	Rs. 1500/- plus applicable taxes for either MBA Full Time Program/s - Mumbai Campus or PGDM Bengaluru / Hyderabad / Navi Mumbai / Indore / Business Analytics, Mumbai / Logistics and Supply Chain Management, Navi Mumbai
			Rs. 1800/- plus applicable taxes for both MBA Full Time Program/s - Mumbai Campus and PGDM Bengaluru / Hyderabad / Navi Mumbai / Indore / Business Analytics, Mumbai / Logistics and Supply Chain Management, Navi Mumbai

**Note:** There will be three radio buttons for registration i.e. MBA Program/s, Both (MBA Program/s & PGDM Bengaluru / Hyderabad / Navi Mumbai / Indore / Business Analytics, Mumbai / Logistics and Supply Chain Management, Navi Mumbai) & PGDM Program/s - Bengaluru / Hyderabad / Navi Mumbai / Indore / Business Analytics, Mumbai / Logistics and Supply Chain Management, Navi Mumbai. A candidate who wishes to apply for more than one programme has to select MBA Program/s & PGDM - Bengaluru / Hyderabad / Navi Mumbai / Indore / Business Analytics, Mumbai / Logistics and Supply Chain Management, Navi Mumbai and has to pay registration charges as per the above table. Candidates are required to fill only one application form even if they are applying for multiple programs / campuses.

## 5.2 NMIMS Application

- For admission to NMIMS University programmes NMIMS online application (on [www.nmims.edu](http://www.nmims.edu) website) has to be duly submitted & payment of application charges need to be made in any of the prescribed mode within stipulated time.
- It is candidate's responsibility to select the program preference at the time of filling up the NMIMS application form on [www.nmims.edu](http://www.nmims.edu). The final short listing of the candidate will happen as per the latest preference selected by candidate on his/her NMIMS application form.
- The candidate has to register and complete the application / fees payment process on the [www.nmims.edu](http://www.nmims.edu) website.

## 5.3 NMIMS Reapplication

- Candidates who take the NMAT by GMAC™ test more than once has to simultaneously / correspondingly apply again at the [www.nmims.edu](http://www.nmims.edu). The NMAT by GMAC™ retake test score will only be taken into consideration by NMIMS if the candidate has paid and completed the reapplication process, for each registration at NMAT by GMAC™, the candidate has to do the registration at NMIMS, his / her NMAT by GMAC™ marks will be considered only if he/she has applied at NMIMS for that particular attempt.
- The reapplication process is similar to the application process and candidates can change their preference of programmes during the reapplication process. Reapplication entails candidates to pay for the reapplication fees.
- The last and most recent preferences as selected by the candidate at the time of Application or Reapplication (as applicable) on [www.nmims.edu](http://www.nmims.edu) will be taken as his / her final preferences for the shortlisting of the candidates for further selection.
- Candidates are requested to reapply before declaration of retake results to be considered for further short listing.
- The application at NMIMS (Deemed to-be-University) should be in a sequence, the initial / first examination taken for NMAT by GMAC™ shall correspond to initial / first application at NMIMS. Similarly, the first retake for NMAT by GMAC™ should correspond to first reapplication at NMIMS (if applicable), and the second retake for NMAT by GMAC™ should correspond to second reapplication at NMIMS (if applicable). If the candidate has not applied for first reapplication, he/she shall not be eligible / considered for second reapplication. (During last year, it was observed that many candidates had met the stipulated cut-offs for management programs, but were not considered for further selection process (Case Discussion/Personal Interview) as they had not reapplied at NMIMS (Deemed to-be-University) within stipulated time period for their reapplication scores to be considered for shortlisting.)

## 5.4 Payment of registration fee - The mode of payment will be as under:

1. Credit card
2. Debit Card

## 5.5 The NMAT by GMAC™ test will be conducted at the following domestic / international centers (cities)

	TEST CENTRES
North	Agra, Dehradun, Delhi, Faridabad, Gurgaon, Jammu, Kanpur, Lucknow, Noida, Patiala, Varanasi
West	Aurangabad, Rajkot, Ahmedabad, Jaipur, Jodhpur, Kota, Mumbai, Nagpur, Nasik, Pune, Pilani, Surat, Vadodara
South	Bengaluru, Chennai, Kochi, Hyderabad, Manipal, Mysore, Tiruchirapalli, Vellore, Vizag, Vijaywada
Central	Bhopal, Indore, Jabalpur, Raipur
East	Bhubaneswar, Guwahati, Jamshedpur, Kolkata, Patna, Ranchi, Shillong
International	Kathmandu (Nepal), Thimphu (Bhutan), Dhaka (Bangladesh), and Colombo (Sri Lanka)

- The candidate will be able to select the venue of their choice while scheduling their NMAT by GMAC™ test. Candidates will receive confirmation letter providing them with all the information pertaining to their appointment. Candidates will be able to print their admit card from [www.nmat.org.in](http://www.nmat.org.in) website after registration.

- It is mandatory for the candidates to carry their Admit Card at the time of NMAT by GMAC™ exam and get it signed by the Test Centre Administrator. **The signed admit card shall be required to be presented during CD and PI, if shortlisted.** Admit card is a mandatory document to be retained till the admission cycle is not complete.
- GMAC reserves the right to cancel / change any venue of examination for any reason and the applicant will have to take the test at any of the other venues available.

5.6 It is the sole responsibility of the candidate to check whether he/she is eligible for the respective Program as per the eligibility criteria stated above.

5.7 Candidates will be short-listed on the basis of the combination of their score in NMAT by GMAC™ exam and latest preferences of the programmes selected on the NMIMS application / reapplication form.

## 6. TEST STRUCTURE

6.1 NMAT by GMAC™ would be an objective type multiple-choice test. (There will be no descriptive type questions).

6.2 The NMAT by GMAC™ will comprise the following:

Sr. No	Section	No. of Questions	Time in Minutes
1	Language Skills	32	22
2	Quantitative Skills	48	60
3	Logical Reasoning	40	38
	<b>Total</b>	<b>120</b>	<b>120</b>

- The candidate should note that it is important for them to perform well relative to other candidates in each of the 3 sections of the test as the score of each section and the overall score will be used to shortlist the candidate for the second stage of the selection process as well as in the final ranking. Please note that there will be no negative marking.
- If the candidate is not satisfied by his / her NMAT by GMAC™ score in the first attempt he / she may appear for the test by going through the full process as a fresh NMAT by GMAC™ test by visiting [NMAT.org.in](http://NMAT.org.in) and NMIMS (Deemed to be University) website both mandatorily & logging in with the allotted username and password.
- In case of candidates taking more than one attempt the score, which is the total score & its respective sectional score, which makes the candidate eligible as per the cut offs declared by NMIMS, will be considered for short listing for subsequent process. (Cut off means sectional as well as total score).
- The scores of all the attempts taken by the candidate will be declared on [www.nmat.org.in](http://www.nmat.org.in) and the shortlisting for the next round of NMIMS admission process (CD / PI) as per the latest preference of the programme will be declared on [www.nmims.edu](http://www.nmims.edu) website.
- The candidate has to check his status on our website, there will be no separate email sent.

## 7. GUIDELINES FOR PHYSICALLY CHALLENGED CANDIDATES

Candidates who wish to request for assistance must complete the formalities as mentioned on the NMAT by GMAC™ website - [www.nmat.org.in](http://www.nmat.org.in).

## 8. SELECTION PROCESS: Case Discussion (CD) & Personal Interview (PI)

**Note: Case Discussion & Personal Interview of shortlisted candidates will be conducted in Mumbai, Bengaluru / Hyderabad (if required). For CD/PI the candidates have to carry their NMAT by GMAC™ admit card.**

- 8.1 The result for NMAT by GMAC™ test will be declared on the [www.nmat.org.in](http://www.nmat.org.in) website. The shortlisting for the next round of CD and PI as per the latest preference of the programme will be declared on [www.nmims.edu](http://www.nmims.edu) website.

Shortlisted candidates are required to download the call letter from [www.nmims.edu](http://www.nmims.edu) website. The shortlisted candidate also needs to bring his / her NMIMS Call letter for CD/PI process.

**No separate call letter will be mailed.**

- 8.2 The final merit list will be prepared on the basis of the application data in terms of academic marks obtained, work experience, marks obtained in NMAT by GMAC™ and Case Discussion - Personal Interview.
- 8.3 The selection criteria will be based on merit only. Decision regarding cut-off of the merit list will solely lie with NMIMS. Those candidates who have applied for more than one Programme / Campus in their application forms, their selection will be based on the merit score and preferences obtained by them as well as on the availability of the seats in the respective Programme.

In this regard, the decision of the NMIMS shall be final and undisputable and shall be binding on all concerned.

- 8.4 Canvassing, in any form for admission will disqualify the candidate.
- 8.5 All matters of dispute will be subject to the legal jurisdiction of Mumbai only.
- 8.6 Candidates are advised to visit the NMIMS website [www.nmims.edu](http://www.nmims.edu) to know the details of various steps of selection process. All communication to the candidates will be through NMIMS website only.

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

## 9. FEES

The Fees for the academic year 2020-21 will be informed during CD/PI process. However, fees for the academic year 2019– 20 for MBA / MBA HR Programs was Rs. 9,88,000/-, MBA Pharmaceutical Management was Rs. 6,00,000/-, MBA Decision Science & Analytics (Dual Degree in MBA Decision Science & Analytics, SBM + MS Business Analytics & Information Management, Purdue University) Program was Rs. 10,00,000/-, PGDM Bangalore / Hyderabad / Navi Mumbai was Rs.8,25,000/-, PGDM Indore was 7,25,000/- PGDM Business Analytics was Rs. 8,50,000/- (for information only).

## 10. IMPORTANT DATES

Sr. No.	Activity	Important Dates
1	Application Start Date	Thursday 4 <sup>th</sup> July, 2019
2	Application End Date	Tuesday 15 <sup>th</sup> October, 2019
3	Re-application Start Date	Saturday 5 <sup>th</sup> October, 2019
4	Re-application End Date	Thursday 26 <sup>th</sup> December, 2019
5	Announcement of results	Thursday, 23 <sup>rd</sup> January, 2020
6	Registration for CD/ PI	24 <sup>th</sup> January, 2020 to 29 <sup>th</sup> January, 2020
7	Conduct of CD/ PI	1 <sup>st</sup> February, 2020 to 20 <sup>th</sup> February, 2020
8	First Merit List - MBA Program	Monday, 24 <sup>th</sup> February, 2020
9	First Merit List - PGDM Program	Saturday, 7 <sup>th</sup> March, 2020

**NMIMS reserves the right to make any change in the above mentioned dates and candidates are advised to visit the NMIMS website periodically to note changes, if any. For exam schedule and delivery details please visit [nmat.org.in](http://nmat.org.in).**

### MBA / MBA HR Programme

Course Commencement (tentative) : 8<sup>th</sup> June, 2020  
 Closure of admission (last date of admission) : 24<sup>th</sup> June, 2020

## 11. DOCUMENTS TO BE PRESENTED AT THE TIME OF ADMISSION

- 10<sup>th</sup> Marksheet & Passing Certificate
- 12<sup>th</sup> Marksheet & Passing Certificate
- Degree Marksheet (for 1,2,3,4 ..... years), separately for each semester/ trimester. Only if separate mark sheets are not issued by the University / Institute consolidated mark sheets will be accepted. For details regarding the same please refer clause 3.4
- Degree Certificate
- Provisional Degree certificate/ Passing Certificate
- Post Graduate Degree Marksheet, wherever applicable
- Post Graduate Degree Certificate, wherever applicable
- AIU Certificate (University Equivalence) is mandatory for those candidates who have completed their graduation from Overseas Universities.
- Migration Certificate
- Eligibility Certificate (If required)
- Work Experience Certificate
- Medical Fitness Certificate (In Original signed by Registered Medical Practitioner)
- Mediclaim Policy

At the time of admissions self-attested photocopies are to be uploaded and original/s documents will be required for verification during program commencement. The original/s documents are to be submitted by stipulated dates (as applicable).



## 12. REFUND OF FEES IN CASE OF WITHDRAWAL / CANCELLATION OF ADMISSION

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

### 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 five-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 or more before the formally-notified last date of admission
(2)	90%	Less than 15 days before the formally-notified last date of admission
(3)	80%	15 days or less after the formally-notified last date of admission
(4)	50%	30 days or less, but more than 15 days, after formally-notified last date of admission
(5)	00%	More than 30 days after formally-notified last date of admission

In case of (1) in the table above, the HEI concerned shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.

The above refund rules are as per University Grants Commission (UGC) notification on Refund of Fees and Non-Retention of Original Certificates of October, 2018 and are subject to revision as per UGC notification (as applicable).

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

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

- NMIMS Admission /Application / Technical related queries**
  - Toll Free No.: 18001025138 - Monday to Saturday (except public holidays)
  - Phone Support: 022-42355621/5622 / 5624 - Monday to Saturday (except public holidays)
  - Email Support: enquiry@nmims.edu
- For NMAT by GMAC™ registration and payment related queries**
  - Phone Support: +91-7303719966 - Monday to Friday (except public holidays - 9:00 AM to 6:00 PM IST)
- For NMAT by GMAC™ test scheduling and rescheduling queries**
  - Phone Support: 0120 4397855 - Monday to Saturday (8:00 AM to 6:00 PM IST) (Except public holidays)
  - Email Support: nmatbygmacsupport@pearson.com