



# ADMISSION HANDOUT FOR MANAGEMENT PROGRAMS (NMAT– 2024)

## 1. INTRODUCTION

The School of Business Management (SBM) of SVKM's NMIMS, Deemed to be a University (as per UGC Norms), one of India's premier business schools is situated in Mumbai - the country's financial hub and nerve Centre.

A dynamic curriculum designed in conjunction with academics and industry practitioners, provides them with the opportunities to master new skills and explore varied perspectives, through the case study method as its chief pedagogical tool to bring to the classroom real-world business scenarios, SBM has an abundance of intellectual capital in the form of faculty members who are renowned in their respective fields and are committed to creating a dynamic learning environment.

This booklet gives information about the Admission Procedure and criteria for the following full-time MBA - Mumbai / Bengaluru / Jadcherla (Hyderabad) / Navi Mumbai / Indore / MBA HR Mumbai / MBA Pharmaceutical Management Mumbai / MBA Business Analytics Mumbai / MBA (Digital Transformation) Mumbai Programs for the academic year commencing from 2024-2025.

### Intake 2023-2024 Batch (for information only); (\*Subject to Statutory body approvals)

Sr. No.	Name of the program	Campus	No. of Seats*
1	MBA (programme having a concentration in any one of the following areas: Business Environment & Strategy, Finance, Marketing, Communications, Operations and Data Science, Economics, Human Resources & Behavioural Sciences.	Mumbai	600
2	MBA Human Resource	Mumbai	120
3	MBA - Business Analytics	Mumbai	120
4	MBA (Digital Transformation)	Mumbai	60
5	MBA Pharmaceutical Management	Mumbai	120
6	MBA : Business Environment & Strategy, Finance, Marketing, Communications, Operations and Data Science, Economics, Human Resources & Behavioural Sciences.	Bengaluru	240
7	MBA: Marketing, Finance, Operations, Business Analytics, Strategy, Information Technology, Business Communication	Jadcherla (Hyderabad)	240
8	MBA: Marketing, Finance, Human Resources, Operations and Business Analytics	Navi Mumbai	120
9	MBA: Business Analytics, Finance, Human Resources, Operations, Sales and Marketing	Indore	120
	<b>Total</b>		<b>1740</b>

\*30% of Seats in the MBA Programs of NMIMS will be offered to Female candidates.

## 2. STEPS TO BE FOLLOWED

**Step 1: Registration at NMAT by GMAC™:** Visit [www.nmat.org](http://www.nmat.org). to register online and complete the registration process by paying the registration fee. Please remember your NMAT by GMAC™ registration number. The registration number is a prerequisite for completing the NMIMS application.

**Step 2: Registration at NMIMS:** Visit [www.nmims.edu](http://www.nmims.edu) and enter your NMAT by GMAC™ registration number. And complete the application process. You cannot fill up the NMIMS application form without the registration number. Complete the application process by paying the registration fees (as applicable). The registration fee is non-refundable. Candidates must register only once; the NMAT by GMAC™ application scores will be used for further selection.

**Registration with NMIMS before your scheduled exam date is mandatory to apply for any NMIMS programs. For example if NMAT by GMAC™ examination is scheduled on 9th October 2023, a candidate is required to register on or before 8th October 2023.**

The Candidate has to give the program preference in the NMIMS Registration form and the final program preference will be taken after the shortlisting in the stage O2. Minimum five program Preferences have to be mentioned by the candidate in the registration form. After payment a PDF of the application form is generated on the dashboard.

It is the candidate's responsibility to check this PDF. Preference given by the candidate in the online registration form is for information only. Preference entered after shortlisting will be considered for the merit list. Candidates are advised to check the data entered in the online registration application form very carefully while registering and again before applying, as they will not be allowed to make any changes after submitting the application.

**To be eligible for shortlisting the candidate should have done both the above mentioned steps and appeared for the examination.**

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

Event	Start	End	Registration charges (Non-Refundable)
NMIMS Application	Tuesday, 1 <sup>st</sup> August 2023	Tuesday, 10 <sup>th</sup> October 2023	Rs.2600 /- (No GST) – online only

**NMIMS accepts the score of the first NMAT examination attempted by the candidate**

### 3. ELIGIBILITY CRITERIA FOR ADMISSION 2024-2026

Sr. No.	Name of the program	Eligibility Criteria
1	MBA Mumbai / Bengaluru / Jadcherla (Hyderabad) / Navi Mumbai / Indore / MBA HR Mumbai	<p>Bachelor's Degree in any discipline from a recognized University with minimum 50% marks in the aggregate plus minimum two-years of industry experience is desirable.</p> <p>* Sub clauses 3.1 to 3.6 are also applicable.</p>
2	MBA - Business Analytics, Mumbai	<p>For the MBA - Business Analytics, Mumbai, applicants shall have a Bachelor's Degree in Engineering, Mathematics, Statistics, Commerce or Economics with minimum 50% marks in the aggregate plus minimum two-years of industry experience is desirable.</p> <p>Mathematics/Statistics as a compulsory subject.</p> <p>* Sub clauses 3.1 to 3.6 are also applicable.</p>
3	MBA (Digital Transformation), Mumbai	<p>Bachelor's Degree in Engineering (Any stream) / MCA / B.Sc. (IT) / B.Sc. (Computer Science) / B.Sc. (Electronics) / B.Sc. (Physics) / B.Sc. (Maths) / Any other graduate degree with Mathematics as a compulsory subject.</p> <p>The minimum pass marks of 50% in aggregate plus minimum two-years of industry experience is desirable.</p> <p>* Sub clauses 3.1 to 3.6 are also applicable.</p>
4	<p>MBA Pharmaceutical Management, Mumbai</p> <p>The selection process is separate (Mumbai Campus)</p>	<p>Bachelor's or Master's Degree in Pharmacy, Life Sciences, Medical Technology &amp; Biotechnology, and MBBS, BDS, BHMS, BAMS, Food Nutrition and Dietetics, Pharmaceutical Chemistry and Technology, Pharmaceutical and Fine Chemicals Technology, Microbiology, Biochemistry, Bioengineering, B.Tech. Bio-Tech. / Bio-Medical or B.E. Bio-Tech. / Bio-Medical from a recognized University with minimum 50% marks in the aggregate.</p> <p>Candidates working in Pharmaceutical Companies or with work experience in the healthcare sector can also apply subject to meeting the above qualification criteria.</p> <p>* Sub clauses 3.1 to 3.6 are also applicable.</p>

Note 1: As per University Grants Commission (UGC) notification - F. No. UGC/DEB/2013 dated 14.10.2013 - "Degrees / Diplomas / Certificates awarded for programs conducted by the Open & Distance Learning (ODL) institutions, recognized by Distance Education Council (DEC) (erstwhile) and UGC, in conformity with the UGC Notification on the 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.

- 3.1 Candidates appearing for the final examination of their Bachelor's Degree are eligible to apply for all the full-time programs. 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 specified time.
- 3.2 Candidates with two or more years of post-qualification work experience will be preferred for all the Full Time programs.
- 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 beginning of the respective course. Also, the candidate should be declared a pass in all the above-referred subjects (s) / examinations by the University from which they are graduating, with minimum stipulated marks in the aggregate. However, suppose the candidates' graduating University schedules the final year/semester/trimester examination/s (as applicable) during/after the commencement of the respective Program. In that case, the candidates' candidature may be considered subject to NMIMS (Deemed to be University) discretion.
- 3.4 At the time of admission, a candidate has to produce semester-wise / trimester-wise / consolidated (only if University / Institute does not issue individual mark sheets) mark sheets of all college years from which they graduated. Attestation by the Principal with an official seal / self-attestation is mandatory in case of internet copies of mark sheets.
- 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 The candidate's sole responsibility is to ascertain whether they possess the necessary and requisite qualifications for admission at NMIMS, as verification of the documents is done at the time of final admission only. Your credentials including work experience will also be verified by professional verification agency. NMIMS has full right to disqualify a candidate at any stage of admission process, if found ineligible. In such case, the admission of the candidate, even if selected and fees paid, stands cancelled and the fees will be refunded as per prescribed refund rules.

## 4. SELECTION PROCESS

**Stage 1:** NMAT by GMAC™ test is a mandatory test for applying to the following NMIMS University programmes viz

1. MBA - Mumbai / Bengaluru / Jadcherla (Hyderabad) / Navi Mumbai / Indore 2. MBA HR Mumbai 3. MBA Business Analytics Mumbai 4. MBA (Digital Transformation) Mumbai 5. MBA Pharmaceutical Management Mumbai

For more information about the test, please visit [www.nmat.org](http://www.nmat.org).

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:** Shortlisting based on NMAT sectional and total score will be done only for those candidates who have applied to any of the NMIMS programs. The call letter will be declared on the candidate's dashboard.

NMIMS manages the 2nd Stage of the selection process for the shortlisted candidates. There could be a psychometric test, Written Analytic test, and Personal Interview. The details will be informed subsequently. The selection process is done in person. Please carry your NMAT by GMAC scorecard.

Call letters will neither be e-mailed nor sent by post.

Weightage will be given to academic performance and work experience also.

- 4.1 The final merit list will be prepared based on marks obtained by a candidate in NMAT by GMAC™, personal interview, WAT, psychometric test, work experience and past academics.
- 4.2 The selection criteria will be based on merit only. The decision regarding the cut-off of the merit list will solely lie with NMIMS. Candidates who have applied for more than one Programme / Campus in their application forms will be selected based on their merit score and preferences and on the availability of the seats in the respective programme. In this regard, the decision of the NMIMS shall be final and binding on all concerned.

### **DOCUMENTS TO BE UPLOADED AT THE TIME OF ADMISSION (Scanned copies Only)**

- 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 to 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 from their previous employers, the latest salary slip from their current employer, and the bank statement showing the deposit of their salary. Suppose the candidate has work experience in self-employment or a family business where they do not receive compensation. In that case, they must submit the company's registration paper, WAT registration, and proof of income tax filing.
  - Medical Fitness Certificate (In Original signed by Registered Medical Practitioner)
  - Mediclaim Policy
- 4.3 Original/s documents will be required for verification during program commencement. The original/s documents will be submitted by stipulated dates (as applicable).
- 4.4 It is the sole responsibility of the candidate to check whether they are eligible for the respective Program as per the eligibility criteria of the programs they are applying to.
- 4.5 Candidates are advised to visit the NMIMS website, [www.nmims.edu](http://www.nmims.edu), to know the details of various steps of the selection process. All communication to the candidates will be through the NMIMS website only.

## 5. FEES

The Fees for the academic year 2024-2025 will be informed in the offer letter. However, fees for academic year 2023-2024 for MBA / MBA HR Program were Rs. 11,95,000/-, MBA Pharmaceutical Management were Rs. 7,50,000/-, MBA Bangalore / Hyderabad & Navi Mumbai were Rs. 10,00,000/-, Indore were 8,50,000/- MBA Business Analytics were Rs. 10,00,000/-, & MBA Digital Transformation were Rs. 10,00,000/- (Only for information).

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

For cancellation / withdrawal of admission: Withdrawal / cancellation means voluntary withdrawal/cancellation by a candidate for any reason. Please visit the NMIMS website for the online admission cancellation process: <https://upload.nmims.edu/admission/cancellation/>

### REFUND RULES

If a student chooses to withdraw from the Program of study in which he / she is enrolled in, 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	Point of time when notice of withdrawal of admission is served to NMIMS
(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 being formally notified of the last date of admission
(5)	00%	More than 30 days after being formally notified of the last date of admission

\*In case of (1) in the table above as per the UGC rule \*\*\*, a higher education institution (HEI) 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.

#### Note:

- 1) Please note the closure of admission / last date of admission as mentioned in the important dates of the respective programme.
- 2) Candidate is requested to check the commencement date. Cancellation policy / date applicable as mentioned in refund rule clause.

#### Important Note:

- a. If at any stage, it is found that a candidate does not satisfy the eligibility criteria or the information furnished by them in the online registration is incorrect, their application for admission to the programme, even if selected and fees paid, will stand cancelled and fees forfeited. The registration fee is non-refundable.
- b. Canvassing, in any form for admission will disqualify the candidate.
- c. All matters of dispute will be subject to the legal jurisdiction of Mumbai only.

There is NO 'Management Quota' at NMIMS for MBA Programs. If you receive any E-Mail / SMS related to it, consider it fraudulent. Beware of such activities, and do not entertain any monetary transactions.

## 7. IMPORTANT DATES

Sr. No.	Activity	Important Dates
1	Application Start Date	Tuesday, 1 <sup>st</sup> August 2023
2	Application End Date	Tuesday, 10 <sup>th</sup> October 2023
3	2nd Stage of the selection process	Dates will be declared later
4	Merit list	
5	Fee Payment dates	

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.

## 8. CONTACT INFORMATION

### NMIMS Admission /Application / Technical related queries

- (a) Toll Free No.: 18001025138 - Monday to Saturday (except public holidays) Time: 09:00 - 18:00 hrs
- (b) For any support and assistance kindly login to dashboard <https://apply.nmims.edu> & raise query in my query section