

**SVKM's Narsee Monjee Institute of Management Studies (NMIMS)**

**Mukesh Patel School of Technology Management & Engineering**

**Program: B.Tech / MBA Tech Non NPAT (Batch 2018) for Vacant Seats**

Instruction Sheet

1. **Program :**

**B.Tech**

➤ Specialization:

- For Mumbai Campus: Information Technology, Computer, Mechatronics, Mechanical, Civil , Electronics & Telecommunication Engineering, & Data Science
- For Shirpur Campus: Computer, Mechanical, Electronics & Telecommunication Engineering, Mechatronics , IT

**MBA Tech**

➤ Specialization:

- For Mumbai Campus: Information Technology, Computer, Chemical, Mechanical, Civil and Electronics & Telecommunication Engineering
- For Shirpur Campus: Information Technology, Computer, Mechanical ,civil and Electronics & Telecommunication Engineering
- For Navi Mumbai & Indore : Computer ,Mechanical

**Note: Non NPAT candidate will be considered only if vacant seats are available after NPAT merit listed candidates**

2. **Eligibility criteria**

**10+2 Candidate**

Candidate must have passed 10 + 2 or equivalent examination from recognized board including International Baccalaureate Diploma (IB certificate or / & DP awarded are **not eligible**) with English as compulsory subject with science or science vocational , minimum 50% marks in PCM for Mumbai / Navi Mumbai /Indore campus & 45% marks in PCM for Shirpur campus. Those awaiting their 10+2 or equivalent examination result this year may also apply **AND** Candidate with IB Diploma is eligible only if he/she has offered Mathematics at higher level (HL)

**Diploma Candidate**

Candidates Completed Diploma Engineering with Minimum 50 % (aggregate score as mentioned in final marksheet) is eligible to apply. Candidate will be admitted based on relevant specialization in Diploma.

Note: Diploma candidates will be considered for admission after 10+2 candidates.

- Candidates of CBSE, ICSE, should mention in online registration / e-admission form (if selected) 10<sup>th</sup> /10+2 or equivalent aggregate marks of all subjects for which candidate has taken & appeared for (not best of Four ,Five ,Six or seven).The candidates shall have passed all the subjects taken & appeared for in the applicable examination/s. The aggregate percentage of all subjects for which the candidate has taken & appeared will be taken into consideration & PCM % for confirming eligibility of the candidate for the program.
- In case the mark sheet issued by the applicable Board/Institution is in percentile/s, the actual aggregate percentage of all the subjects appeared by the candidate will be taken into consideration.
- Candidate above 25 years of age are not eligible to apply.
- Note (for IB & Cambridge Candidate): Candidates called for admission counseling on the basis of NMIMS merit list & who have not received final marksheet till then will be given Provisional Admission based on predicted score. Fees will be accepted from such candidates but their admission will be confirmed only on submission of final marksheet before the commencement of the program if found eligible.
- Submission of AIU equivalence certificate to confirm the eligibility for the program is mandatory for those candidates who have completed their 10+2 or equivalent examination from overseas board/ Universities
- Candidates passing 10+2 or equivalent examination from Open or Distance learning (ODL) school recognized only by National Institute of Open schooling (NIOS) can apply for the program subject to fulfilling the eligibility of the program & candidates who have passed the 10+2 or equivalent examination by doing part-time course or through distance learning/correspondence/externally/open school other than NIOS are not eligible to apply for the courses.
- Those candidates who have passed, or, are appearing for 10+2 or equivalent examination from a Board/University where Grade Point Average is given, such candidates must produce in writing from the Board/University concerned, the equivalent percentage for the GPA /CGPA obtained.
- Candidate whose final marksheet is not available at the time of admission is required to submit internet copy of result duly attested by Principal of the school/college, failing which candidate will not be admitted.
- Only single marksheet with all compulsory subjects taken and passed in one attempt is mandatory, no compartmentalized marksheet will be considered.
- Candidate will not be eligible if any subject is marked as ungraded / fail in the marksheet / grade sheet. For absent / Ungraded in any of the additional/non mandatory subject will be consider as eligible provided such candidates is declared as pass by respective board.
- Candidates appearing for their final 10+2 or equivalent examination can also apply provided they obtain the required minimum cut off marks and also produce all the necessary documents, in original, within the given stipulated time.

3. **Duration: B.Tech 4 Yrs & MBA Tech 5 Yrs.**

4. **Admission Process:**

- Online registration & Payment of fees: Registration Online on website [www.nmims.edu](http://www.nmims.edu) & Pay fees of Rs.1000/- . (Please refer online registration for payment details.)
- Selection Process:
  - **For 10+2 candidate** :Merit list will be prepared on the basis of the performance of the candidate in 10 + 2 or equivalent exam
  - **For Diploma candidate**: Merit list will be prepared on the basis of the performance of the candidate in Diploma exam.
  - Candidates will be called for counseling session at Mumbai based on the merit list.
  - In the counseling session candidates will be given admission to various disciplines as per their merit, choice and availability of discipline as per eligibility criteria.
  - The decision of the institute will be final in this regard and no inquiries or correspondence in this regard will be entertained

**Note:**

- Candidates are required to update 12<sup>th</sup> or equivalent exam /Diploma marks (aggregate score as mentioned in final marksheet) in registration form.
  - **Candidate will not be considered for merit list if they fail to update the same in online registration form or their result is not available during this period.**
  - It is the sole responsibility of the candidate to ensure that correct marks are entered.
  - At any given point of time if it is found that the information given by candidate i.e 12<sup>th</sup> or equivalent exam /Diploma Score is incorrect, the candidate admission will be cancelled and fees will be forfeited
- Upgradation Process:
    - On cancellation, the vacant seat is offered to next eligible candidate as per merit and preference.
    - Candidate has to confirm the offer in writing within time limit allotted for acceptance.
    - If accepted, candidate gets transferred to that specialization. If rejected or not accepted within given time limit candidates are not eligible for further up gradation and remains in the same admitted specialization.
    - Preference once given during counseling will not be changed.
    - Upgradation is applicable to candidate based on merit & highest preference given by candidate.
    - If a candidate has given two preferences during counseling & he has been allotted upgradation in first preference then his second preference will be null and void & if he has been allotted in second Preference then his first preference will be active for further upgradation provided vacancy arise.

## Upgradation dates

2018 Upgradation Tentative dates	
1st Upgradation	11/7/2018
2nd Upgradation	14/7/2018
3rd Upgradation	18/7/2018
4th Upgradation	21/7/2018
5th Upgradation	25/7/2018
6th Upgradation	28/7/2018
7th Upgradation	31/7/2018

### Note:

- Upgradation process for NON NPAT will be active only after completion of NPAT upgradation process
- Candidate has to confirm upgradation within time limit given to him/her, failing which candidate will not be entertained for further upgradation as mentioned above.

### ➤ Merit Tie: Determination of merit in case of tie.

If two or more candidates secure equal number of marks in 10 + 2 or equivalent exam /Diploma exam, their relative merit will be decided as per following order:

#### For 10+2 Candidate:

- (a) Candidate securing higher marks in the subject of Physics
- (b) Candidate securing higher marks in the subject of mathematics
- (c) Candidate securing higher marks in the subject of Chemistry

#### For Diploma Candidate

- a) Candidate securing higher aggregate percentage marks in 10<sup>th</sup> examination

### 5. Refund Rules:

Candidate should submit a written request for withdrawal / cancellation of admission & submit it to NMIMS, Admission dept along with original fee receipt.

The Schedule of refund of fees will be as follows as per UGC rule Dec 2016:

If a student chooses to withdraw from the program of study in which he / she is enrolled, the institution concerned 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 HEI
(1)	100%	15 days before the formally-notified last date of admission (i.e on or before 16 <sup>th</sup> July 2018)
(2)	80%	Not more than 15 days after the formally-notified last date of admission(i.e from 17 <sup>th</sup> July 2018 to 16 <sup>th</sup> August 2018)
(3)	50%	More than 15 days but less than 30 days after formally-notified last date of admission (i.e 17 <sup>th</sup> August 2018 to 31 <sup>st</sup> August 2018)
(4)	00%	More than 30 days after formally-notified last date of admission (i.e from 1.9.2018 onwards)

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: The above refund rules are subject to revision as per UGC notification (as applicable).  
Candidates to refer Important Dates of the respective programme.

6. The fees for Batch 2017. (for information only)

Programme	Fees & Campus	
	Mumbai / Navi Mumbai /Indore	Shirpur
B. Tech.	Rs. 2,85,000	Rs. 1,60,000 & and Rs.1,20,000/-(for Textile only)
MBA (Tech)	Rs. 3,60,000	RS. 2,50,000

Fees for the current year will be intimated at the time of admission.

7. **Important Instructions**

- Candidates will be called for admission counseling & seats will be allotted as per vacancy only
- Candidates will be offered Programme/Campus based on the availability of seat, candidates merit rank, choice.
- Please see the important dates and preserve it as a guide. All announcements from the Institute will be through its website [www.nmims.edu](http://www.nmims.edu).
- Candidate above 25 years of age are restricted to apply for undergraduate programs.
- It is sole responsibility of the candidates to ascertain whether they possess necessary and requisite qualification for the admission to the courses at NMIMS.
- Please check eligibility criteria before applying for the course.
- Branch transfer will be within campus after commencement of program
- For cancellation of admission, Cancellation request letter & original fee receipt to be scanned and send by courier/post to Mumbai address as below :

To:  
NMIMS, Admission Department,  
V.L.Mehta Road,  
Vile Parle (West), Mumbai-400 056.

The cancellation form is made available on the website [www.nmims.edu](http://www.nmims.edu)

- Candidate's documents will be verified at the time of admission (if selected) & if found not eligible ,admission will be cancelled and fees will be forfeited

- 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 admission to the course, even if selected, will stand cancelled & Fees will be forfeited.
- NMIMS has full right to disqualify a candidate at any stage of admission process if found ineligible.
- All matters of dispute will be subject to the legal jurisdiction of Mumbai only.