

**SVKM's Narsee Monjee Institute of Management Studies
Mukesh Patel School of Technology Management & Engineering,
M.C.A**

IMPORTANT DATES

Sr.No	Activity	Dates
1	a) Register online at www.nmims.edu b) Last date of registration	Thursday, 8 th Feb ,2018 Thursday,21 st June,2018
2	Call letters for Written test & Personal Interview will be available on website www.nmims.edu at 5.00 p.m.	Saturday,23 rd June,2018
3	Conduct of Test (10.30 am to 12.30 pm, Reporting Time: 9.30 am) & Conduct of Personal Interview (1.30 pm onwards)	Wednesday, 27 th June,2018
4	Merit List of candidates selected for admission will be available on website www.nmims.edu at 5.00 p.m.	Saturday, 30 th June, 2018
5	Payment of Admission fees (Time 11.00 am to 4.00 pm)	2 nd to 7 th July, 2018
6	Declaration of second Merit List will be available on website www.nmims.edu at 5.00 p.m.	Tuesday,10 th July,2018
7	Payment of Admission fees (second List) (Time 11.00 am to 4.00 pm)	11 th to 14 th July ,2018
8	Commencement of Program	Monday,16 th July 2018
9	Closure of Admission	Wednesday,1 st August ,2018

Note: The Candidate must check his / her eligibility before applying for the course. Kindly check website www.nmims.edu regularly for updates

Refund Rules: The Schedule of refund of fees will be as follows as per UGC rule December 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 (till 16 th July 2018)
(2)	80%	Not more than 15 days after the formally-notified last date of admission(from 17 th July 2018 to 16 th August 2018)
(3)	50%	More than 15 days but less than 30 days after formally-notified last date of admission (17 th August 2018 to 31 st August 2018)
(4)	00%	More than 30 days after formally-notified last date of admission (from 1 st Sept 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.

SVKM's Narsee Monjee Institute of Management Studies
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Information Handout

1. Program : MCA

This Handout gives information about the Admission Procedure and Admission Test for 3 year MCA for the academic year 2018-19.

2. Eligibility Criteria :

Bachelor degree with minimum 50% aggregate marks in Arts, Science, Commerce, Management or any other discipline.

Note:

- Candidates appearing for final year can also apply
- Candidates who have cleared their graduation by doing a part-time course or through distance learning, correspondence courses, externally, open school from recognized University are eligible to apply & register as per UGC guidelines.
- Submission of AIU equivalence certificate to confirm the eligibility for the program is mandatory for those candidates who have completed their Under-Graduation from overseas board/ Universities.

3. Duration : 3 Years

4. Intake : 60

5. Online Registration & Payment of Registration fee :

5.1 Online registration:

- Visit www.nmims.edu for online registration
- Before filling the online form, please read all the instruction carefully mentioned in instruction sheet , important dates & also terms & condition given in online application form

5.2 Payment of registration fee:

Register Online on website www.nmims.edu & Pay registration fee of Rs 1100/- (Non refundable) (Please refer online registration for payment details.).

Forward below mentioned documents to:

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

List of Documents

- Copy of duly filled up Online application form
- Degree Marksheet & Certificate (attested photo copy for passed candidate)

- Candidate's application form will not be considered if they fail to submit the above mentioned document till 22nd June 2018.

6. Selection Process : Written Test & Personal Interview

A) Written Test (50 marks)

- Structure of the Test

English Aptitude	10 Marks
General Aptitude	20 Marks
a. Logical reasoning	
b. Mathematical reasoning	
c. General awareness	
Technical Aptitude (Computer Awareness)	20 Marks

- Instruction for Test

- Duration : 120 minutes
- All Questions are Compulsory & in multiple choice format
- There is no negative marking
- Use of Simple Calculator is allowed

B) Personal Interview (50 marks)

- Final merit list will be based on Written Test & Personal Interview

7. Program Fee

Fees for Batch 2017-18 was Rs. 1,20,000/- p.a (for information only).

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

8. Refund Rules: The Schedule of refund of fees will be as follows as per UGC rule December 2016:

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Note: The above refund rules are subject to revision as per UGC notification (as applicable).

Candidates to refer Important Dates of the respective programme.

9. Important Instructions

- Please see the important dates and preserve it as a guide. All announcements from the University will be through its website www.nmims.edu and there will be no separate mail sent. Kindly check website for regular updates.
- It is the sole responsibility of the candidate to check whether he/she is eligible for the program as per the eligibility criteria stated above.
- Admission for appearing Candidates will be provisional till submission of Final Marksheet and will be confirmed on submission & if found eligible as per eligibility criteria.
- Canvassing in any form will disqualify the candidate
- Candidates are required for admission process in person.
- 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
- 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

- If at any stage, it is found that a candidate does not satisfy the eligibility criteria or the information furnished by him/her is incorrect, than application for the admission to the Program, even if selected and fees paid, will stand cancelled and fees will be forfeited.
- NMIMS has full right to disqualify a candidate at any stage of admission process if found ineligible.
- All disputes under Mumbai jurisdiction only.