

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

Anil Surendra Modi School of Commerce (Mumbai Campus)

M. Sc. Finance (Batch 2017-19) (Revised)

1. Introduction:

This booklet gives information about the Admission Procedure for M.Sc. Finance – Mumbai Campus. This is a full time two years course, comprising of four semesters.

2. Program & Intake:

Program	Mumbai Campus
M.Sc. Finance	30

Admission for M. Sc. Finance program through **Personal Interview** conducted by NMIMS

3. Important Dates:

Start date for online Registration : Tuesday, 07th March'2017
Last date for online Registration : Monday, 22nd May'2017
Personal Interview : Wednesday, 14th June'2017

4. Eligibility criteria: (Fulfillment of all / applicable conditions mandatory)

- 4.1 The candidate must be a graduate in any stream from a recognized University and must have cleared the graduation in their first attempt. They must have obtained a minimum of 60% aggregate marks in their graduation.
- 4.2 Candidate must have done a course in Mathematics or Statistics in their 10+2 or equivalent examination and at the Graduation level.
- 4.3 Candidate appearing for the final examination of their Bachelor's degree are eligible to apply. If selected, provisional admission will be given subject to clearing the final examination. Fees will be accepted from such candidates but their admission will be confirmed on the submission of final mark sheet within given due date.
- 4.4 Selected candidates must produce all the mandatory documents at the time of admission. Migration certificate to be submitted in original by 30th September'2017. Failing to meet this requirement, will result in the cancellation of admission and the fees paid will not be refunded.
- 4.5 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 copy of mark sheets, attested by Principal with official seal is mandatory.
- 4.6 In case the mark sheet issued by applicable board / University is in percentile/s or Grade point the actual aggregate percentage of all subjects appeared by the candidate will be taken into consideration.
- 4.7 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.

- 4.8 Submission of AIU equivalence certificate to confirm the eligibility for the program is mandatory for those candidates who have completed their examination from Overseas Universities.
- 4.9 Candidates who have cleared their graduation through distance learning and correspondence course externally from a recognized University are eligible to apply & register as per UGC guidelines.
- 4.10 It is the 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.

5. Admission Process:

5.1 Online Registration & Payment of Registration:

- Visit www.nmims.edu for online registration
- Before filling the online form, please read all the instructions carefully mentioned in the instruction sheet, important dates and also Terms & Condition given in the online application form.
- Online Registration Fee of Rs.1800/- (Please refer online registration for payment details.)
- Registration Fee is non-refundable.
- Forward below mentioned documents to:

To,
Deputy Registrar (Admission)
SVKM'S NMIMS
V. L. Mehta Road
Vile Parle (West), Mumbai – 400 056

List of Documents:

- 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) Degree mark sheet & Degree certificate
- Candidate's application form will not be considered if they fail to submit the above mentioned documents till Monday, 05th June'2017

6. Selection Process:

- All eligible candidates who are registered successfully will be called for Personal Interview. On the basis of information indicated in the Application Form, call letter for Personal Interview & venue will be communicated to the candidate as per important dates through the NMIMS website.

- Candidates are required to download the call letter from website www.nmims.edu. **No separate call letter will be mailed or posted to the candidates.**
- Personal Interview : Maximum Marks: 50
- Final merit list will be prepared on the basis of the marks obtained in the Personal Interview.
- The selection will be solely based on merit.
- The cut-off for deciding the merit shall lie solely with NMIMS.

7. Program Fees:

- Fees for the 1st year for all program batch 2017 will be declared at the time of personal interview

8. Refund Rule:

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
(2)	80%	Not more than 15 days after the formally-notified last date of admission
(3)	50%	More than 15 days but less than 30 days after formally-notified last date of admission
(4)	00%	More than 30 days after formally-notified last date of admission

***(Inclusive of course fees and non-tuition fees but exclusive of caution money and security deposit)**

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)

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

9. Important Instructions:

- For Cancellation of admission: Cancellation request letter & original fee receipt to be scanned and sent by courier/post to Mumbai address as below:

To,
Deputy Registrar (Admission)
SVKM's Narsee Monjee Institute of Management Studies
V.L. Mehta Road, JVPD Scheme,
Vile Parle (West), Mumbai 400 056.

The cancellation form is made available on the www.nmims.edu

- Please see the important dates and preserve it as a guide. All announcement from the institute will be through its website www.nmims.edu 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 at the time of admission (if selected) & if found not eligible, admission will be cancelled and fees will be forfeited.
- Canvassing in any form will disqualify the candidate.
- All matters of dispute will be subject to the legal jurisdiction of Mumbai only.
- 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 check whether he/ she is eligible for the respective Program as per the eligibility criteria stated above.