

**SCHOOL OF BUSINESS MANAGEMENT**

**Instruction Sheet - Executive Masters of Business Administration  
Program (EMBA) Fall Batch 2015**

**1. Eligibility Criteria :**

- Graduation from a recognized University in any discipline.
- Minimum 5 years work experience in executive or supervisory capacity up to 30<sup>th</sup> August 2015.

**The work experience should be full time experience and should NOT include internships, projects, training period etc.**

**Please note that the entire work experience of 5 years must be in executive or supervisory capacity only.**

**2. Duration:** 15 to 24 months valid for 4 years from admission.

**3. In take capacity :** 60 Students.

**4. Online Registration and Registration Fees:**

- Online registration at [www.nmims.edu](http://www.nmims.edu)
- Before filling the online form, please read all the instructions mentioned in the instruction sheet and also refer the important dates.
- Online Registration Fees is Rs. 1,500/- (This is one time fee, no fees will be charged for Personal Interview)
- Registration Fees are non-refundable.

**5. Payment of Registration Fees:**

Payment of registration fees can be made by credit card (visa/ master).

**6. Selection Procedure:**

- Written Test conducted for E- MBA by NMIMS.

**OR**

Candidates with GMAT score of 600 & above (GMAT score of last 3 years upto 24<sup>th</sup> August, 2015 will be considered)

**OR**

Candidates with score of 200 & above in NMAT 2015 (upto 20<sup>th</sup> December, 2014)

**AND**

- Personal Interview

**7. Submission of Documents:**

After online registration and payment of registration fees please forward below mentioned documents to the following address latest by 25<sup>th</sup> August 2015.

- Copy/print out of Online Application Form.
- 10<sup>th</sup> & 12<sup>th</sup> marksheet & passing certificate.
- Degree marksheet all years & Degree Certificate (Convocation Certificate)

- Work Experience Certificate (showing experience of 5 years or more), Appointment letter, promotion letter and relieving letter.

**(If the work experience certificate is in more than one company a separate work experience certificate signed by the employer stating clearly the nature of work experience, tenure, designation is to be submitted.)**

To:

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

## **8. Written Test and Personal Interview Process**

Written Test and Personal Interview will be conducted on the same day, refer important dates on website ([www.nmims.edu](http://www.nmims.edu))

## **9. Fees**

The Fees for EMBA (Fall Batch-2014) were Rs. 4,70,000/-. The fees for 2015 Batch will be informed during written test/personal interview process.

**10. Please note that it is responsibility of the candidate to check whether he/she is eligible to apply for the Program as per the eligibility criteria declared on the website. 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 paid will be forfeited.**

**11.** Please see the important dates and preserve it as a guide. All announcements from the University will be through its web site [www.nmims.edu](http://www.nmims.edu).

**12.** All disputes under Mumbai jurisdiction only.

**13.** University will not be responsible for non-delivery of documents sent through postal authorities or courier.