

**SCHOOL OF BUSINESS MANAGEMENT**

**Instruction Sheet - Executive – MBA in Pharmaceutical Management (BATCH 2015)**

**1. Eligibility Criteria :**

- Graduation from a recognized University in any discipline.
- Minimum 3 years work experience in Pharmaceutical Company up to 29<sup>th</sup> August 2015.
- Candidates who have cleared their graduation by doing part-time course or through distance learning, correspondence courses, externally, open school from recognized University are eligible to apply and register as per UGC guidelines.

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

**2. Duration:** 2 years

**3. In take capacity:** 40 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 fee can be made by Credit Card (Visa/ Master)

**6. Selection Procedure:**

Written Test 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 23<sup>rd</sup> August 2015.

- Online Application Form (Print copy)
- 10<sup>th</sup> & 12<sup>th</sup> Mark sheet & certificate copy.
- Degree mark sheet all years & Degree Certificate (Convocation Certificate)
- Work Experience Certificate (showing minimum experience of 3 years or more in Pharmaceutical Company), 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.

If the documents are not submitted / received by 23<sup>rd</sup> August, 2015 call letter for written test and personal interview will not be released and the candidate will not be considered for further admission process.

**The original migration certificate will have to be submitted at the time of admissions if selected for the Program.**

#### **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 E-MBA in Pharmaceutical Management is Rs. 4,50,000/- (subject to change).

At time of admission: Rs. 1,00,000/-

At the end of first six months: Rs. 1,00,000/-

At the end of next six months: Rs. 1,25,000/-

And at the end of next six months: Rs. 1,25,000/-

**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). No separate call letter / admission offer letter will be sent by email / courier / post.

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

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