

SVKM's NARSEE MONJEE INSTITUTE OF MANAGEMENT STUDIES
School of Business Management
(First Year- FT MBA & MBA HR – 2018-19 Batch)

Event: Inaugural Day – Mukesh Patel Auditorium, Vile Parle (W) Date: Monday 4 June 2018

Students Registration: 9.30 am to 10.30 am.

- You are required to be present on time on Inaugural Day i.e. Monday 4 June 2018 and to be seated inside the hall by 10.30 am after registration.
- Students will be allotted groups and divisions. The group list and the division wise list will be put up on the notice board in the campus, 2 days prior to the Inauguration. The same list will be put up outside the Mukesh Patel Auditorium on the inauguration day as well. All are requested to please check the group and division before doing the registration.
- At the time of registration, you will be provided with a binder containing - Time table for Foundation, group list for various activities, course structure, time table for regular classes etc.
- The Dress Code for Inaugural Function is Formals.
- Please note that wearing your Identity Card inside the campus is a must. Make sure that you receive your Identity card at the time of registration at the Inaugural function in Mukesh Patel Auditorium.
- Mode of Communication to the students is via SAP Student Portal and Notice Boards.
- It is mandatory to attend the Inauguration followed by the Foundation Programme. Any absence will require prior approval from the Dean SBM.
- Carry at least 10 copies of your passport size photographs (as you would need them for completing various administrative formalities)
- Make a few sets of your important papers/documents, such as medical insurance, Doctor Certificate, identity papers, etc... and carry them in separate luggage (in case stolen or lost).
- The detailed rules will be provided to you on your arrival. Should you require any further information/ clarification, please feel free to contact us. For latest updates refer our website : www.nmims.edu

For any assistance, you are requested to contact concerned Course Coordinator between 10 am to 5pm.

List of Details of course coordinator are provided in the list of the people you should know.