

School of Business Management

(Revised) Important Dates for Post Graduate Certificate Program in Business Analytics (Batch - 2017)

Sr. No.	Particulars	Date From	Date To
<u>Phase - I</u>			
1.	Online Registration	Wednesday, 2 nd November, 2016	Monday, 16 th January, 2017
2.	Call letters for Written Test (on website after 5.00 pm.) – Phase I	Thursday, 19 th January, 2017	
3.	Conduct of Assessment Test and Personal Interview – Phase I	Saturday, 21 st January, 2017	
4.	Declaration of 1 st merit list (on website after 5.00 pm) – Phase I	Saturday, 4 th March, 2017	
5.	Payment of fees – Phase I	Monday, 6 th March, 2017	Saturday, 11 th March, 2017
<u>Commencement and Closure of Admission</u>			
1.	Commencement of Programme	Friday, 17 th March, 2017	
2.	Closure of Admission	Monday, 17 th April, 2017	

For Payment of Fees Sundays and holidays excluded

Refund Rules: The Schedule of refund of fees will be as follows:

In case an admitted student does not join the institution within 7 days of opening (Commencement of the programme **i.e. 17th March 2017**) of the Institution, the Institution shall refund:

1. Intimation of cancellation received at least seven days before the Course Commencement of the Programme i.e. 11th March 2017	100% of the fees less processing charges (Rs. 10,000/-)
2. Intimation of cancellation received within six days before course commencement & up to 30 days after course commencement of the Programme from 12th March 2017 to 17th April 2017.	If seat is filled up by another candidate within 30 days of course commencement - 100% of the fees less processing charges (Rs.10,000/-)
	If seat is not filled up by another candidate within 30 days of course commencement - 50% of the fees less processing charges (Rs.10,000/-)

Note: If a student joins the Institutions, and then leaves it in mid-session then the entire fees collected shall be forfeited.