

## SVKM's NMIMS

Pravin Dalal School of Entrepreneurship and Family Business Management

Instruction Sheet - F-MBA Week End (Family Business) Programme (Batch - 2018)

### 1. Eligibility Criteria :

- A Graduate Degree from a recognized University or a Post-HSC Diploma in any discipline from a recognized Institute/University with a 2 years Business Experience
- Diploma has to be a 3 year diploma
- Actual involvement in one's family business
- Good communication skill
- An intense desire to educate oneself and readiness to work hard
- Total commitment by way of regular attendance, active classroom participation and completion of assignments and projects on time
- Candidates who have cleared their graduation by 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

### 2. Duration of Programme: 1 Year

### 3. In take capacity: 30 students

### 4. Registration and Submission of documents:

#### Step I

Please visit the NMIMS website [www.nmims.edu](http://www.nmims.edu), fill up the FMBA Weekend Program Registration form online including registration fees Rs. 950/- (Rupees Nine Hundred and fifty only) (plus taxes) (non-refundable). Payment of registration fee can be made by Credit Card (Visa/ Master)

#### Step II

Hard Copy of the Application (Registration) Form duly filled in along with the Documents mentioned below to be submitted on the below mentioned address by closure of registrations. On the Envelope mention “**Application for F-MBA Week End (Family Business) Programme**”.

To,  
The Admission Department  
SVKM's Narsee Monjee Institute of Management Studies  
V.L. Mehta Road, Vile Parle (W), Mumbai- 400 056, India

#### List of documents:

- i. Self-attested copies of 10<sup>th</sup> and (10+2) or equivalent mark sheet and certificate
- ii. Diploma Mark sheet and certificate (if applicable)
- iii. Degree Mark sheet and convocation certificate
- iv. Work experience certificate (showing experience of 2 years or more)

**5. Fees :**

The fees for F-MBA Week End Family Business Programme Batch - 2017 were Rs. 2,31,000/- (for information only). The Fees for Batch - 2018 will be informed during personal interview.

**6. Selection Procedure:** For Personal Interview details refer important dates on [www.nmims.edu](http://www.nmims.edu)

**7. 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.**

**8.** Please check the important dates put up on the NMIMS website and preserve it as a guide. All announcements from the NMIMS will be through its web site [www.nmims.edu](http://www.nmims.edu) and there will be no separate email sent.

**9.** The cancellation form is made available on the website [www.nmims.edu](http://www.nmims.edu). In case of cancellation of admission the candidate will be required to submit the duly filled in and signed cancellation form and request letter along with original fee receipt to be send by courier/post to Mumbai address as given below:

To:

The Admission Department

SVKM's Narsee Monjee Institute of Management Studies

V. L. Mehta Road, JVPD Scheme,

Vile Parle (West), Mumbai – 400 056

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

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

**12.** AIU certificate is mandatory for those candidates who have completed their diploma / graduation / post-graduation from overseas Universities.