

SVKM's NARSEE MONJEE INSTITUTE OF MANAGEMENT STUDIES
School of Business Management
(First Year- FT MBA & HR – 2016-18 Batch)

Event: Inaugural Day – Bhaidas Hall, Vile Parle West

Date: Monday 6 June 2016

Students Registration: 10.00 am to 10.45 am.

- You are required to be present on time on Inaugural Day i.e. Monday 6 June 2016 and to be seated inside the hall by 10.45am.
- 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. Group list will be used for Orientation Programme only. The same list will be put up outside the Bhaidas hall 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 Preparation & Orientation, Case binder, 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 Bhaidas Hall
- Mode of Communication to the students is via Black Board (Learning Management System) and Notice Boards.
- It is mandatory to attend the Inauguration followed by the Preparation & Orientation Programme. Any absence will require 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.