

**SVKM's Narsee Monjee Institute of Management Studies (NMIMS)**  
(Declared as Deemed-to-be University under Section 3 of the UGC Act, 1956 vide  
Notification No.F.9-37/2001-U-3 dated 13<sup>th</sup> January, 2003 of the Government of India)

**School of Distance Learning Department**

**Announcement**

School of Distance Learning announces the commencement of various programmes in Management (approved by Joint Committee of UGC-AICTE-DEC) for January 2012 batch

**Special Features:**

- ✓ Programmes approved by approved by Joint Committee of UGC-AICTE-DEC
- ✓ Study Centers across India
- ✓ Well designed Self Instructional Study Material
- ✓ Support through Personal Contact Programs
- ✓ Online Support
- ✓ Audio CDs (Summarized course presentation)
- ✓ Modern Learning Resource Centre
- ✓ Continuous Evaluation of Learner's performance
- ✓ Opportunity of handling live projects

**Admissions open for the various programmes of School of Distance Learning**

- **Important Dates**
- **About the Programmes**
- **Eligibility Criteria**
- **Fee Structure**
- **Study Centers**
- **Online Registration**

**Important Dates**

**Calendar of Activities for Admission – January 2012 Session**

<b>Particulars</b>	<b>Date</b>
Start date of Online registration	1 <sup>st</sup> December 2011
Last date of Online registration	15 <sup>th</sup> January 2012
Cancellation of Admission*	21 <sup>st</sup> January 2012
Confirmation of Admission for January 2012 batch	31 <sup>st</sup> January 2012
Commencement of January 2012 batch	15 <sup>th</sup> February 2012

- \*No refund of fees after the last date of cancellation of admission

- **About the Programmes**

***Diploma Programmes (1 Year Duration)***

**Diploma in Business Management (DBM) CODE:**

A Programme in Business Management encompasses the fundamentals of management. It gives an insight into the overall functioning of a business and gives an overview of the various management disciplines. It is ideally suited for entrepreneurs and those intending to pursue a career in general management.

**Diploma in Marketing Management (DMM) CODE:**

This programme covers various aspects related to Marketing, people working in the sales Departments of Companies or those seeking career in Marketing will benefit from the broad theory and practical base this programme provides. It will prove especially useful for entrepreneurs seeking to launch new products or revamp existing products in the market.

**Diploma in Financial Management (DFM) CODE:**

This program gives an insight into the financial side of business in broad aspects of financial management and relates theories, tools and techniques to practical experience. It also provides an exposure to the prevailing financial environment in the country. This programme is suitable for all those currently working or intending to work, in the financial sections of organizations or in finance oriented enterprises.

**Diploma in Human Resources Management (DHRM) CODE:**

This programme covers various aspects of HRM. It is highly focused especially designed for persons who have to achieve results through people. It will prove excellent value achieve results through people. It will prove excellent value addition to people already working in HR as well as those seeking a career in HR.

**Diploma in International Trade Management (DITM) CODE:**

This diploma is aimed specially for those who want to make a career in global business. This programme would also be benefit to those who are already working in International global firms but do not have a management qualification. An attempt has been made to provide basics on International business and financial management.

**Diploma in Banking and Finance Management (DBFM) CODE:**

This one year diploma programme aims at providing basic knowledge on accounting and finance to managers. It also deals with capital investment and capital management. The programme has been specially designed for those who want to aspire to make a career in banking and finance.

## **Diploma in Supply Chain Management (DSCM) CODE:**

Supply Chain Management is an emerging area of business operation now a days. It has not only become a driving force for the betterment of the industrial economy, it also focuses on effective and efficient management of global industrial entrepreneurs. An attempt has been made to provide the basics on the supply chain management system for a growing economy through this programme.

### ***Post Graduate Diploma Programmes (2 Years duration)***

#### **Post Graduate Diploma in Business Management (PGDBM) CODE:**

PGDBM a programme aimed at providing a blend of management and strategy prospective to enable the participants to occupy middle management positions. The programme offers a rigorous coursework in all the functional areas of management with an update of contemporary management practices. The programme is ideal for graduates preferably with 2 years of experience working in supervisory cadre. It prepares the candidates with management knowledge and enables competency development for managerial roles.

#### **Post Graduate Diploma in Marketing Management (PGDMM) CODE:**

This prestigious professional course aims at preparing students for the senior level management position. The programme is for current and future sales and marketing specialists. The courses provide tool and techniques to develop innovative approaches to marketing management. It is an excellent blend of theory and practice and uses contact lectures, case study method, intensive reading, to develop integrated learning

#### **Post Graduate Diploma in Financial Management (PGDFM) CODE:**

This programme gives insights into the financial aspects of a business. The objective of the programme is to study the major decision making areas of finance. The course provides conceptual understanding and application of the theory methods and the concerns of finance. It also provides necessary knowledge required for understanding the various specialized areas of finance. It gives an exposure to the prevailing financial environment in the country and their impact on financial decisions of a business. This programme is suitable for all those who are currently working or intending to work in the financial sections of organizations or in finance oriented enterprises.

#### **Post Graduate Diploma in Human Resource Management (PGDHRM) CODE:**

This Post Graduate diploma course focuses on various systems and aspects of Human Resource Management area. It highlights the competencies required for people management for the benefit of all professionals and provides inputs relevant to those in HR as well as those seeking a career in HR.

**Post Graduate Diploma in International Trade Management (PGDITM) CODE:**

This PG diploma has been designed specially for those who want to make a career in International Trade Management. This programme would also benefit those who are already working in International global firms but do not have a management qualification. This course goes well beyond the traditional 'Diploma in Export/Import Management' and aims at covering 'global businesses'.

**Post graduate Diploma in Banking and Finance (PGDBFM) CODE:**

Ever since, financial sector reforms have been initiated, Indian Banks have been facing new challenges which are opportunities in disguise. World over, organizations, which took up the challenges, kept on changing and upgrading their processes and acquired new skills have not only survived but have also excelled in their performance. Keeping this end in view, the programme has been specially designed for those who want to aspire to make a career in banking and finance.

**Post Graduate Diploma in Supply Chain Management (PGDSCM) CODE:**

Supply Chain Management has not only become a driving force for the betterment of the industrial economy, it also has implications for effective and efficient management of global industrial interactions. This course is of immense benefit to executives working in the areas of Supply Chain, Materials Management, Works/Production Planning, Corporate Planning/Strategy, Purchase and Procurement.

- **Eligibility Criteria**

**Admission**

Admissions to the programmes will be based on the eligibility criteria as decided by the University from time to time.

**Eligibility for Admission and Validity of Registration**

Programmes	Eligibility	Validity		Admission Procedure
		Min.	Max.	
All Diploma Programmes	Bachelors Degree (10+2+3) in any discipline from any recognized University or equivalent degree recognized by Association of Indian Universities (AIU) <b>OR</b> H.S.C plus 3 years Diploma recognized by AICTE <b>OR</b> S.S.C plus 3 years Diploma recognized by AICTE and 3 years work experience.	01yr.	03yrs	Direct Admission
All PG Diploma Programmes	Bachelors Degree (10+2+3) in any discipline from any recognized University or equivalent degree recognized by Association of Indian Universities (AIU) with minimum 50% marks at Graduation Level. <b>OR</b> Bachelors Degree (10+2+3) in any discipline from any recognized University or equivalent degree recognized by Association of Indian Universities (AIU) with minimum 2 years of work experience	02yr.	05yrs	Direct Admission

**Lateral Entry for PG Diploma:** Candidates who hold the Bachelors Degree along with Diploma awarded by SVKM's NMIMS will be allowed to take admission directly to the second year of Post Graduate Diploma Programmes in the respective specialization only.

- **Fee Structure**

The fee for the Diploma and PG Diploma programmes are given as below:

Admission fees towards Various Programmes

<b>Fees</b>	<b>1<sup>st</sup> year (Amt in Rs)</b>	<b>2<sup>nd</sup> year (Amt in Rs)</b>
<b>Diploma programmes</b>	31,000/-	-----
<b>Post Graduate Diploma Programmes</b>	31,000/-	30,000/-

- Processing Fee Rs. 1000/- additional
- Separate Demand Draft towards the processing fees of Rs. 1000/- and programme fee of Rs. 31000/- should be given. Cash/Cheques are not accepted
- Payment should be made by way of Demand Draft only.
- No refund of fees after the last date of cancellation as announced. i.e. 21<sup>st</sup> January 2012.

- *Note: The fee can be paid in the mode of Demand Draft only favoring "SVKM's NMIMS" payable at Mumbai*

**Refund of fees in case of Withdrawal of Admission:**

Withdrawal of admission means voluntary withdrawal by candidate for any reason.