

SVKM' s Narsee Monjee Institute of Management Studies
SCHOOL OF BUSINESS MANAGEMENT

**Instruction Sheet for Executive Masters of Business Administration
Program (EMBA) Batch 2012**

1. Eligibility Criteria :

- Graduation from a recognized University in any discipline
- Minimum 5 years work experience in executive or supervisory capacity upto 1st April 2012.
- Candidates who have cleared their graduation by doing a part-time course or through distance learning, correspondence courses, externally, open school are NOT ELIGIBLE to apply.

The experience should be full time experience and should NOT include internships, projects, etc.

Please note that the entire experience of 5 years must be in executive or supervisory capacity

2. Duration : 24 months or 15 months in fast track

3. Selection Procedure :

- Written Test conducted for E- MBA by NMIMS.

OR

Candidates with GMAT score of 600 & above (GMAT score of last 3 years upto 31st December, 2011 will be considered)

OR

Candidates with score of 200 & above in NMAT 2011

AND

- Personal Interview

4. Submission of Documents:

After online registration please forward **Demand Draft of Rs.1,100/- drawn in favour** of SVKM's NMIMS payable at Mumbai to below mentioned address along with the following documents.

1. Degree marksheet & Degree Certificate
2. GMAT / NMAT 2011 Score Card (If Applicable)
3. Work Experience Certificate (showing experience of 5 years or more)

(If the work experience certificate is in more than one company a separate work experience certificate signed by the employer stating clearly the nature of work experience is to be submitted.)

To:

Deputy Registrar (Admission)
SVKM's Narsee Monjee Institute of Management Studies
V. L. Mehta Road, JVPD Scheme,
Vile Parle (West),
Mumbai – 400 056.

Candidates who gets shortlisted for Personal Interview have to register for the same within the registration period mentioned in the important dates available on the website by submitting **demand draft of Rs.1,100/- drawn in favor of SVKM's NMIMS payable at Mumbai.** Please note that only registered candidates will be called for Personal Interview.

As the screening will be done on the basis of the above information, candidates in their own interest are advised to submit full details of academic qualifications and work experience. Suitable selection program will be used to assess the candidate's maturity and capacity to participate in the program effectively. **No candidate will be permitted to join the Programme unless he/she submits the application in time AND completes the selection process successfully.**

5. Please see the important dates and preserve it as a guide. All announcements from the University will be through its web site www.nmims.edu.
6. All disputes under Mumbai jurisdiction only.
7. University will not be responsible for non-delivery or non-receipt of Demand Draft sent through postal authorities or courier.
8. Please check the eligibility criteria before applying for the Program.