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# The ICFAI Foundation for Higher Education (IFHE), Hyderabad

(Declared as Deemed to be University u/s 3 of UGC Act, 1956)

The ICFAI Foundation for Higher Education (IFHE) is declared as a Deemed to be University under section 3 of UGC Act, 1956. The Distance Education Bureau (DEB) UGC has accorded recognition to the Directorate of the Distance Education, IFHE, Hyderabad and its programs.

IFHE has evolved a comprehensive student-centric learning approach consisting of several stages, designed to add significant value to the learner's understanding in an integrated manner, covering relevant knowledge, practical skills and positive attitudes.

The University believes in creating and disseminating knowledge and skills in core and

frontier areas through innovative educational programs, research, consulting and publishing.

The University campus, based at Hyderabad, is sprawling, landscaped and lush green. It provides a congenial environment for education and learning. It has well-equipped physical and academic infrastructure. The University has no study centers outside its authorized jurisdiction.

The University offers Bachelors, Masters and Doctoral programs in management, finance, science and technology, law and other areas on distance and full time modes.



## Distinguishing features of IFHE Flexible Learning Programs

1. **Quarterly Examinations:** 4 times a year. Continuous and sustained progress of students.
2. **Well-planned and pre-fixed examination schedules:** students can plan effectively their work / other commitments for taking examinations.
3. **CBT (Computer Based Test) examinations:** CBT examinations are conducted for all subjects. Helps in providing students more convenience in terms of location, time and flexibility.

# The Master of Management Studies Program

The Master of Management Studies Program is offered on distance mode by the IFHE, Hyderabad.

The Program aims to impart knowledge and understanding of the different aspects of management. The program equips the students with the skills, knowledge and strategic perspectives essential to the leadership of business around the world.

## Eligibility

Graduates (any discipline).

## Duration

Two years.

## Medium of instruction

English.

## Validity of enrollment

The students are required to complete the program within a period of four years from the date of enrollment. Students who are unable to complete the program within the validity period of four years, but still keen on continuing the program, are required to register *de novo* by paying the requisite fee.

The program is based on self-study and examinations.

## Self-study

The University provides prescribed books specially designed for the programs and meant for self study. Counselling classes will also be organised.

## Optional Subjects

The program offers flexibility to students to choose subjects of their choice. A student can opt any 6 subjects of choice from the pool of 4 functional streams. The four streams offered are: Finance, Marketing, Human Resource Management and Operation & Systems.

**Finance:** International Finance, Investment Management, Strategic Financial Management, Wealth Management, Investment Banking, Financial Services, Financial Risk Management.

**Marketing:** Consumer Behavior, Services Marketing, Customer Relationship Management, Strategic Marketing Management, Integrated Marketing Communications, Sales and Distribution Management, International Marketing.

Program Structure	
The program includes 22 subjects mentioned as under	
Module I	Management and Organization Behavior
	Quantitative Methods
	Foundations of Accounting and Finance
	Economics for Business
	IT for Managers
Module II	Business Environment
	Operations Management
	Human Resource Management
	Marketing Management
	Business Communication
Module III	Strategic Management
	Business Process Management
	Optional Subject 1
	Optional Subject 2
	Optional Subject 3
Module IV	Optional Subject 4
	Management Control Systems
	Business Ethics and Corporate Governance
	Entrepreneurship Development
	Optional Subject 5
	Optional Subject 6
Live Project *	
* <b>Live Project:</b> The candidates have to work on a live project in a contemporary area. They will be required to visit a company and prepare a report by articulating a problem, collecting data, analyzing and submitting the same duly signed by the concerned company official. The length of the project report should be about 30 pages.	

**HRM:** Performance Management and Reward Systems, Training and Development, Strategic Human Resource Management, Organization Development, Global Human Resource Management, Leadership and Change Management, Competency Mapping and Assessment.

**Operations and Systems:** Services Operations Management, Supply Chain Management, Operations Strategy, Project Management, Business Intelligence, Enterprise Resource Planning, E-Business.

## Subject-wise Waivers

Students with prior qualifications are eligible to get waivers from certain subjects of the Master of Management Studies Program as indicated below:

Subjects	Eligibility for Waiver
Economics for Business	MA (Economics)
Foundations of Accounting & Finance	CA, CWA
IT for Managers	MCA, B.Tech

### What the qualifications refer to:

- CA means a person, who has passed the final examinations conducted by the Institute of Chartered Accountants of India.
- CWA means a person, who has passed the final examinations conducted by the Institute of Cost and Works Accountants of India.

- MA (Economics) from any University.
- MCA from any University.
- B.Tech from any University.

## Certification

The following Diplomas/Degree are issued by the IFHE, Hyderabad to the successful students:

Certification	On successful completion of
Certificate in Management Basics	Module I
Diploma in Management Studies	Modules I & II
PG Diploma in Management Studies	Modules I, II & III
Master of Management Studies Degree	All 4 Modules



# Examinations

## CBT examinations

The examinations are offered through Computer Based Test (CBT).

## Online exam registration

All students are required to register and book the slots for each subject for their CBT (including payment of fee) using the online facility only, as the operations of examinations department are entirely computerized.

## Test centers

The CBTs are held at test centers, as indicated on the website [www.ifheindia.org/dlp](http://www.ifheindia.org/dlp)

## Eligibility for appearing in examinations

Students will be eligible to appear for the examinations for module I (all five subjects) six months after the date of enrollment, provided there are no fee dues. Subsequently, students can complete each module once every six months.

Students will be required to progress in the program module-wise, sequentially. In order to advance to the next module, students should not have more than one backlog in the ongoing module. The student can appear for the backlog in the subsequent examination. However, a backlog subject cannot be carried forward beyond one module. For example a backlog subject of module I cannot be carried to module III. Within a module students can appear for examinations in any order of the subjects and for any/all subjects at a time.

## Examinations

Examinations are conducted four-times in a year.

## Enrollment dates

In order to become eligible to appear for the examinations, the students are required to enroll into the program on or before the dates given in the following table.

Examinations	Enroll into the program on or before
January 2015	June 30, 2014
April 2015	September 30, 2014
July 2015	December 31, 2014
October 2015	March 31, 2015

Mock practice questions to familiarize with computer based examinations will be provided to all enrolled students.

## Grading System

Performance in the examination is indicated in grades as under for each subject:

<b>A</b>	<b>Excellent</b>
<b>B</b>	<b>Very Good</b>
<b>C</b>	<b>Good</b>
<b>D</b>	<b>Unsatisfactory</b>
<b>E</b>	<b>Poor</b>

Passing in a subject is based on relative grading in the examination.

## Passing criteria

For successful completion of a subject, students will be required to secure at least 'C' grade. In the event of securing 'D' or 'E' grade in any subject, students will be required to re-appear for examination of that subject.

Examination Pattern			
Module	Papers	Question Paper Format	Details
Module I, II, III & IV	All subjects	MCQ, CBT pattern	The list of test centers and the time slots will be on display during the registration process on logging to the website <a href="http://www.ifheindia.org/dlp">www.ifheindia.org/dlp</a> . Students can select the convenient center and time slot and register for their examinations.

# FAQs

## **What is the legal status of the IFHE, Hyderabad?**

The ICFAI Foundation for Higher Education (IFHE) is Declared as Deemed to be University under section 3 of UGC Act, 1956.

## **Are the degrees issued by the IFHE, Hyderabad recognized by UGC?**

Yes, the degrees issued by the IFHE, Hyderabad are recognized by UGC.

## **Are the programs of the IFHE, Hyderabad recognized by AICTE?**

As per the AICTE Act, Universities, do not need approvals from AICTE. Only affiliated colleges of Universities need AICTE approval.

## **Is the Master of Management Studies Program approved by the Distance Education Council (DEC) ?**

The program is approved by the joint committee of DEC-UGC-AICTE.

## **Describe the infrastructure at IFHE, Hyderabad campus?**

IFHE, Hyderabad is a 91 acre lush green campus with built-up area of over 15 lakh sq.ft. It is equipped with the state of the art facilities. Complete academic monitoring and control is done through the intranet - the Campus Net and the Faculty Zone. Campus is Wi-Fi enabled.

## **What are the unique advantages of pursuing the Master of Management Studies Program from the IFHE, Hyderabad?**

The following are the advantages:

- The curriculum is contemporary and updated periodically.
- The courseware is comprehensive and of high quality.
- The program is structured in a flexible manner so that working executives can pursue this program while pursuing their careers.
- Exposure to Indian and international management practices.

- Computer Based Tests (CBT) are conducted four times a year in different time slots.
- Results are declared promptly, saving precious time of the students.

## **What are the advantages of CBT?**

Computer based tests allow students to take their examinations on a convenient day, slot and test center giving flexibility as per their convenience. It offers the convenience of choosing time slots for the examinations wherever they are prepared to take. The center offers privacy along with a quiet and comfortable environment.

## **I do not have a bachelor's degree, but completed a Diploma Course in management. Can I enroll for the Master of Management Studies Program?**

No, since the eligibility for enrolling into the Master of Management Studies Program is a Bachelor's Degree (any discipline).

## **How much time in a day / week should I spend to study to complete the program?**

If you wish to be a successful Master of Management Studies graduate and want to complete the program within the stipulated time-frame of 2 years, you should put in around 2-3 hours a day as study time regularly and about 4-5 hours on weekends.

## **Are there any negative marks in the examinations?**

No, there are no negative marks in the examinations.

## **Do companies consider Master of Management Studies-Flexible Learning Program graduates for employment?**

Employers do not discriminate against any candidates whether they have done Master of Management Studies on full-time or distance mode. The degree awarded by the University under either mode is equally valid. The past track record of the candidates as well as their experience and soft skills are also considered by the employers for recruitment.

# Services

We offer the following services to enrolled students:

## Web Services

**Pre-enrollment services:** Online prospectus request, online enrollment, updates on events and chat facility.

**Post-enrollment services:** Facility for online payment, Computer-based test (CBT) examinations, online admit cards, online examination results, mock test for familiarization with CBT examination procedure, chat facility for all the enrolled

students, important information on examination schedule, test centers, updates on revision of curriculum, etc.

## Student Queries

Students may address their queries to [ssd@ifheindia.org](mailto:ssd@ifheindia.org) for necessary clarifications, curriculum, etc.

## Call Center Numbers

The call center number: **1800 103 0303** is functional from 9.30 am to 6.00 pm from Monday to Friday. Students can call and seek advise/counselling and information.



## Secure Internet Payment Gateway

Students can enroll into the program by logging on to [www.ifheindia.org/dlp](http://www.ifheindia.org/dlp) for filing the application form online and making the payment through Internet. Students can make the payment through the Credit Card issued by ICICI Bank and HDFC Bank or the VISA/ MasterCard issued by any bank, through Secure Internet Payment Gateway. Net Banking facility is also available for customers of ICICI Bank, AXIS Bank, Yes Bank, Karnataka Bank, Corporation Bank, Oriental Bank of Commerce, South Indian Bank, Federal Bank, Indian Overseas Bank, Allahabad Bank, Bank of Bahrain & Kuwait and Dhanalaxmi Bank. Students may please note that payments relating to examinations will be accepted only through Secure Internet Payment Gateway.

# Admission Policies and Guidelines

The Admission modalities are with reference to the flexible learning Master of Management Studies Program offered by the IFHE, Hyderabad.

## Enrollment

Applications received from students are checked for the basic eligibility criteria and the eligible students are enrolled into the program under the distance mode.

## No enrollment of foreign citizens

The admission into the flexible learning program is not open to foreign citizens due to visa restrictions. Indian passport holders temporarily staying abroad can enroll subject to the decision by the Admissions Committee.

## Rejected applications

If the applicants do not satisfy the eligibility criteria, the applications are returned to them along with all enclosures and the amount paid after deducting ₹ 1,000. Such students are, however, permitted to apply again after they subsequently satisfy the eligibility criteria.

## Remittance

The applicants are required to pay the fee as indicated in the Fee Schedule. The remittance can be done by way of Demand Draft or Credit Card. Demand Draft should be in favor of “**IFHE Fee Collection A/c (DLP)**” payable at Hyderabad. For EMI facility please refer to Fee Schedule.

## Refund policy

In case a student decides to withdraw from the program after enrollment, the fee paid will be refunded after deducting the admission fee and the cost of courseware supplied. Withdrawal requests received after 30 days of enrollment are not entertained and no refund will be given.

## Right to amend rules

The University reserves the right to amend the rules and regulations wherever considered necessary and appropriate. Such amendments will be intimated to the students. Therefore, this publication and the descriptions contained herein are not to be construed as a contract binding the University to any specific policies. Possible changes include, but are not limited

to curriculum and course content, passing requirements, eligibility criteria for examinations, fee schedule, refund policy, examination pattern, certification and designation, and such other matters as may be considered relevant.

## Guidelines

The students are advised to read the following guidelines carefully before completing the Application Form for Enrollment and the Fee Remittance Form.

- The Application Forms should be filled in Capital Letters.
- Please respond to all the information sought.
- Additional sheets may be used, if necessary.
- Ensure that the Application Forms are signed.

## Photocopies of certificates

- Photocopies of certificates regarding date of birth, educational qualifications and address proof shall be enclosed with the Application Form for Enrollment.
- Original Certificates should not be sent.

## Enclosures

Please ensure that your Application contains the following enclosures.

- Application Form for Enrollment into the program (with recent color photograph affixed).
- Copies of Certificates of Date of Birth and Educational Qualifications.
- Fee Remittance Form.
- Demand Draft/Credit Card Merchant Slip (wherever applicable) towards the payment.
- Those students availing the EMI facility through PDCs are requested to enclose the postdated cheques (CTS 2010 compliant) for the required amount along with the Fee Remittance Form.

The completed Application Forms along with the required enclosures can be submitted or sent by speedpost/courier to:

**The Admissions Officer,  
The ICFAI Foundation for  
Higher Education Campus,  
Donthanapally, Shankarapalli Road,  
Hyderabad - 501 203.**

# Fee Schedule

(With effect from April 01 2014 and valid for the Academic year 2014 only)

## The Master of Management Studies Program

### Module-wise Fee Payment

Particulars	Amount in (₹)
Admission Fee	10,000
Program Fee - Module I only*	18,000
Total	28,000
Lumpsum Payment	28,000
<b>EMI Facility</b>	
Initial Payment (by Demand Draft / Credit Card)	10,000
Balance amount to be paid through Equated Monthly Instalments [EMIs] (including bank charges) by Postdated Cheques	3,200
Number of EMIs	6

\* Please refer item [I(a)] on page 10 to know more about the fee payable for subsequent modules.

### Full Fee Payment

Particulars	Amount in (₹)
Admission Fee	10,000
Program Fee - All Modules	60,000
Total	70,000
Lumpsum Payment	70,000
<b>EMI Facility</b>	
Initial Payment (by Demand Draft / Credit Card)	10,000
Balance amount to be paid through Equated Monthly Instalments [EMIs] (including bank charges) by Postdated Cheques	4,640
Number of EMIs	15

Note: The program fee does not include the exam fee.

# Remittance Information

Students have the option to pay the fee module-wise or pay full fee for all four modules at the time of enrollment.

## I. a. **Module-wise fee payment:**

The fee may be paid module-wise. Currently, the Admission Fee is ₹ 10,000 and the program fee for Module I is ₹ 18,000. Students are required to pay the fee as indicated in the Table given on page 9, either in lumpsum or through EMI facility. The students are required to pay the program fee for Module II, Module III and Module IV later as may be prevalent at that time. Currently the program fee for Module II, III and IV is ₹ 18,000).

## b. **Full fee payment:**

The fee may also be paid in full. Currently, the Admission Fee is ₹ 10,000 and the program fee is ₹ 60,000 (if paid for all the four modules at the time of enrollment).

c. The fee can be paid by way of Demand Draft or Credit Card (VISA or MasterCard only). The Demand Draft should be A/c payee crossed in favor of **“IFHE Fee Collection A/c (DLP)”** payable at Hyderabad. Students can make the payment through Credit Card. They should get their Credit Cards swiped for the required amount, sign and attach the merchant copy of the slip along with the Fee Remittance Form and keep the customer copy with themselves (as acknowledgement). No cash payment to be made while enrolling into the program.

d. Credit Card information being confidential should not be shared with anyone while making payments for the program. Any students deviating from the above will be doing so at their own risk and responsibility.

## 2. **EMI facility for payment of fee:**

EMI facility is offered to all the students for payment of fee. Under this facility, payment can be made by submitting the post dated cheques (PDCs).

The initial amount should be paid by way of Demand Draft/Credit Card and

the balance amount can be paid through submission of PDCs as per the following guidelines:

a. **PDC facility\*:** Under this facility, the balance amount should be paid through post dated cheques. The postdated cheques should be in favor of **“IFHE Fee Collection A/c (DLP)”**.

**\*As per RBI guidelines, only CTS 2010 compliant cheques are accepted.**

The PDCs (CTS 2010 compliant) should be drawn on scheduled commercial banks. Only MICR and multi-city PDCs will be accepted. The initial payment is payable at the time of application by Demand Draft/Credit Card. The EMIs are payable on the first of every month, subsequent to enrollment. For example, if a student enrolls on April 15, his/her first EMI (amount payable in rupees) will be due on May 1. The EMIs should be paid through postdated cheques. The students should enclose the postdated cheques (A/c payee crossed) along with the Fee Remittance Form and the Demand Draft/Credit Card slip for initial payment.

Students availing the EMI facility are required to complete the Fee Remittance Form and enclose the Demand Draft / Credit Card charge slip and postdated cheques for the required amount.

Students should note that only those Application Forms accompanied with the Demand Draft or Credit Card payment slip towards initial payment, and postdated cheques towards the EMI facility, will be considered as valid.

Students submitting the postdated cheques should ensure that the postdated cheques should not be dishonored under any circumstances when they are deposited for payment. In the event of dishonor of any cheques, the students and the signatories of such cheques will be liable for prosecution under Section 138 of the Negotiable Instruments Act, 1881 and such other legal actions as may be taken by the University.

- b. The University reserves the right to withdraw the EMI facility for payment of fee at any time.
3. The examination fee is to be paid separately as and when the student is eligible and register for the examinations. The fee is ₹ 500 per subject for domestic test centers.
4. All students registering in the program are required to pay the stipulated payment as per schedule. Wherever students have arrears of payment, they will not be permitted to register for the examinations or their examination result will not be released and their grade sheets, pass certificates will not be issued; further such students will be considered as inactive on the rolls of the University and their names are liable to be removed from the records.
5. The fee is subject to change from time to time. Students will be informed of

the payment revisions through e-mails, students regulations, etc. The students are required to pay the fee as may be prevalent in the relevant academic year. The fee indicated in this document is valid for 2014 academic year only.

6. **Overseas Students:**

Students who wish to receive the courseware at their overseas address are required to remit US\$75 per module towards overseas courier charges.

There are no overseas test centers. Examinations at overseas may be arranged for the convenience of students wherever possible.

Students who wish to appear for examinations at overseas center may contact the University ([ssd@ifheindia.org](mailto:ssd@ifheindia.org)) for details on conducting examinations, schedule, exam fee payable etc.







Valid up to

Application No.

514HMMS -

The ICFAI Foundation for Higher Education, Hyderabad  
 Donthanapally, Shankarapalli Road, Hyderabad - 501 203.  
**The Master of Management Studies**  
**(Flexible Learning Program)**

### Application Form for Enrollment

Read carefully all the pages of this Document including Admission Policies, Guidelines and Remittance Information before filling this Application Form

#### 1. PERSONAL DETAILS

Name : Mr/Ms \_\_\_\_\_  
 (USE CAPITALS) (As it appears in Official Records, Underline Surname)

E-mail\*: \_\_\_\_\_  
 \* All applicants are mandatorily required to give e-mail address for speedy communication and keep it updated regularly. All communications from the University will be through e-mail only.

Are you an Indian Citizen? Please tick (✓) :  Yes  No

Paste a recent color photograph of size 3.5 x 4.5 cms. Photograph must not be larger than this box. Do not sign the Photograph and do not staple

#### 2. ACADEMIC RECORD

Examination Level	Qualification	Board/University/Institute	Medium of Instruction	Marks (%) /Grade	Year of Passing
XII Class					
Bachelor's Degree					
Others					

#### 3. OCCUPATION Please tick (✓)

Full-time Student  Full-time Employee

#### 4. CURRENT EMPLOYMENT DETAILS (if applicable)

Organization \_\_\_\_\_  
 Nature of Business \_\_\_\_\_  
 Date of Joining \_\_\_\_\_ Present Designation \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Tel. \_\_\_\_\_ E-mail: \_\_\_\_\_

#### 5. SUBJECT-WISE WAIVERS Please tick (✓) and submit photocopies of relevant certificates to support your request for the waivers).

Economics for Business  Foundations of Accounting & Finance  IT for Managers

**6. DECLARATION:** I wish to apply for the Master of Management Studies Flexible Learning Program on distance mode as per the option mentioned above. I have carefully read the academic and administrative rules and regulations of the University as given in this Document and agree to abide by the same. I understand that these rules are only indicative and may be modified/changed/revised and the complete list of rules and regulations as updated from time to time will be given to me on my enrollment in the form of Students Regulations. I understand that in case I withdraw from the program 30 days after enrollment, I will not be entitled to claim any refund of amount paid. I agree that I will settle the amount with the University whether or not I continue in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Hyderabad. I hereby declare that the information provided by me in the Application is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations including my financial responsibilities.

Signature of the Applicant

Date :

Applicants are advised to retain a photocopy of the completed Application Form for Enrollment for their records.  
 The relevant enclosures should be sent along with the required fee payments.

CUT HERE





**The ICFAI Foundation for Higher Education (IFHE),  
Hyderabad**

**Fee Remittance Form  
The Master of Management Studies  
To be submitted along with the Application Form for Enrollment**

1. APPLICATION NUMBER (Please refer the Application Form for Enrollment into the Master of Management Studies Program of the IFHE, Hyderabad)

5 | 1 | 4 | H | M | M | S | | | | | | | | | |

2. PERSONAL DETAILS

Name : Mr/Ms \_\_\_\_\_  
(USE CAPITALS) (As it appears in Official Records, Underline Surname)

Parent's/Guardian's Name : Mr/Ms \_\_\_\_\_

Address# \_\_\_\_\_  
(USE CAPITALS)

Nearest Land Mark \_\_\_\_\_

\_\_\_\_\_  
(City) (State) (Pin)

Tel. (Off.): \_\_\_\_\_ (City Code) – (Area Code) - Number (Resi.): \_\_\_\_\_ (City Code) – (Area Code) - Number

Fax: \_\_\_\_\_ (City Code) – (Area Code) – Number Mobile : \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
Date Month Year

Indian Passport No. \_\_\_\_\_ Place of Issue : \_\_\_\_\_ Citizenship:  Indian  Foreign

\* Proof of Address is required. Students have to produce photocopies of any one of the following documents as address proof at the time of enrollment: Latest telephone (BSNL/MTNL) bill, latest electricity bill, latest property tax bill, voter ID card, ration card, passport, driving licence, ID card issued by any authorized body with seal.

3. FEE REMITTANCE (please fill-up the amount as applicable based on the program and payment option opted)

(i) LUMPSUM PAYMENT: Amount ₹ \_\_\_\_\_ [Please (✓) tick]  By Demand Draft  By Credit Card \*

Remittance through Demand Draft [DD should be in favor of "IFHE Fee Collection A/c (DLP)"] (Payment by cash is not accepted)

DD Details:	Name of Bank:	DD No.:	Date:	Amount ₹ _____
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\* Applicants can make the payment through Credit Card. They should get their Credit Cards swiped for the required amount, sign and attach the merchant copy of the slip along with this Fee Remittance Form and keep the customer copy with themselves (as acknowledgement). IMPORTANT: The employees of the information office are not authorized to accept cash payments from the applicants, under any circumstances; the employees of the information office are not authorized to swipe their personal credit cards to pay on behalf of the applicants; applicants should not share their credit card information with the employees of the information office; applicants should not make any payment by cash. Applicants deviating from the above will be doing so at their own risk and responsibility.

(ii) EMI FACILITY: INITIAL PAYMENT: ₹ 10,000 [Please (✓) tick]  By Demand Draft  By Credit Card

Remittance through Demand Draft [DD should be in favor of "IFHE Fee Collection A/c (DLP)", payable at Hyderabad] (Payment by cash is not accepted)

DD Details:	Name of Bank:	DD No.:	Date:	Amount ₹ 10,000
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# Contact nearest information office for relevant forms and to complete the formalities.

(iii) 6 (Module-wise fee payment) / 15 (Full fee payment) postdated cheques (A/c payee postdated cheques in favor of "IFHE Fee Collection A/c (DLP)" should be enclosed) On the back of each postdated cheque, the name of the applicant and the full address of the bank, branch with phone number should be mentioned in capital letters. Only MICR and multi-city (CTS 2010 compliant) cheques will be accepted.

I hereby confirm that I have signed the postdated cheques towards the payment of EMIs in relation to this Fee Remittance Form. I undertake not to countermand these cheques and also to honor all these cheques on due dates. Details of PDCs should be given as under.

Sl.No.	Cheque Number	Cheque Date*	Sl.No.	Cheque Number	Cheque Date
1		01 /	9		01 /
2		01 /	10		01 /
3		01 /	11		01 /
4		01 /	12		01 /
5		01 /	13		01 /
6		01 /	14		01 /
7		01 /	15		01 /
8		01 /			

Total amount for which postdated cheques are enclosed: [Please tick (✓) as applicable]

₹ 19,200 (for Module-wise fee payment) /

₹ 69,600 (for Full fee payment).

\* All Cheques should be dated 1<sup>st</sup> day of each month in DD/MM/YYYY format

\_\_\_\_\_  
Signature of the Applicant

(iv) The postdated cheques enclosed are signed by [Please tick (✓)]  Me  Other person (If in case of other person, please fill item no.(iv) given below):

(v) STATEMENT [By the person (other than the Applicant), who has signed the postdated cheques in connection with this Fee Remittance Form as a Co-obligant]

I hereby confirm that I have signed the postdated cheques towards the payment of EMIs in relation to this Fee Remittance Form. I undertake not to countermand these cheques and also to honor all these cheques on due dates towards the EMI facility. I am over 21. I understand and I am aware of my liability as a co-obligant for EMIs of the applicant. I agree that I will settle the amount with the IFHE whether or not the applicant continues in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Hyderabad. I hereby declare that the information provided by me below is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations and my financial responsibilities. My details are as under.

Name: Mr / Ms \_\_\_\_\_  
(Use capitals) (As it appears in Official Records, Underline Surname)

S/o / D/o \_\_\_\_\_

Occupation \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(Use capitals) (House Number) (Street)

\_\_\_\_\_  
(City) (State) (Pin) (E-mail)

Tel. (Off.) \_\_\_\_\_ (Res.) \_\_\_\_\_ Fax \_\_\_\_\_  
(City Code) – (Area Code) – Number (City Code) – (Area Code) – Number (City Code) – (Area Code) – Number

Cell \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Date Month Year

Place :

Date :

\_\_\_\_\_  
Signature of the person signing the cheques as a co-obligant

4. **DECLARATION:** I have carefully read the rules and regulations as given in this Document and Application and agree to abide by the same. I understand that these rules are only indicative and may be modified/changed/revise and the complete list of rules and regulations as updated from time to time will be given to me on my enrollment in the form of Students Regulations Book. I agree not to countermand and to honor all the postdated cheques enclosed by me towards the EMI facility. I understand that in case I withdraw from the program I will not be entitled to claim any refund of amount paid. I agree that I will settle the amount with the The ICFAI Foundation for Higher Education whether or not I continue in the Program. I understand that the Jurisdiction for all disputes (if any) relating to the University is only/exclusively Hyderabad. I hereby declare that the information provided by me in the Application is true and correct to the best of my knowledge. My signature below certifies that I have read, understood and agree to the rules and regulations including my financial responsibilities.

\_\_\_\_\_

Date :

\_\_\_\_\_  
Signature of the Applicant