

PART TIME PROGRAMME MMM/ MIM /MFM/MHRDM Admission Procedure

Eligibility and Selection Criteria

Every candidate must have

1. Passed a Bachelors degree examination in any faculty of Mumbai University or an examination recognized by Association of Indian Universities.
2. Acquired a minimum two years of work experience (supervisory/ Executive), the experience being counted from the last day of qualifying examination passed by the candidate.
3. In selecting the candidate for admission, weightage will be given to (a) Scholastic record of the candidates (b) the level and nature of practical experience and (c) performance in the selection process conducted by the Institute. Applicant is required to submit for verification the following documents at the time of submitting the application form:
 - a) Certified True copy of Mark sheet of Bachelors Degree Examination
 - b) Certified True copy of any other University Degree and / or Professional Diploma if any.
 - c) Certified True copy of Practical Experience, (if the practical experience 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.

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 programme will be used to assess the candidate's maturity and capacity to participate in the programme effectively.

Every candidate seeking admission to any of the part time Master's Degree Programme must submit his/ her application before the last date and go through the selection process on the dates prescribed by the Institute. No candidate will be permitted to join the Masters Degree Programme unless he /she submit the application on time and goes through the selection process successfully.

If at any stage it is found that a candidate does not satisfy the eligibility criteria or the information furnished by him/her in the application is incorrect, his/her application for admission to the courses, if selected, stands cancelled. Candidates appearing for the written test / personal interviews, will do so at their own risk of eventually forfeiting their admission for want of meeting the eligibility criteria.

Candidates who are registered for the Part-time Master's Degree Program (MMM/ MFM/ MIM/ MHRDM) are required to go through the Ordinance concerning the conditions to be fulfilled for the successful completion of First Year / Second Year / Third Year of the respective courses and award of the degree.

Eligibility criteria for candidates other than Mumbai University:

Candidates who are graduates of other Universities will be required to produce a provisional statement of eligibility issued by the Registrar, University of Mumbai declaring them eligible for admission to the course. The admission will only be confirmed after confirmation of their eligibility by the University.

For confirmation of eligibility (a) Migration Certificate (b) Degree certificate and (c) Degree mark list all in originals should be submitted to the University through the Institute latest by the end of the first semester.

Direct admission to the Second Year

Candidates who have passed the three year part-time Master's Degree program (1) Management OR (2) Financial Management OR (3) Information Management OR

Development Management are permitted to register for the Master's Degree Program in the stream other than the one in which they have already passed, provided the candidates get selected through the selection process for the said stream pertaining to the academic year for which they are seeking registration and get approval from University of Mumbai.

- Such candidates will be granted exemption from appearing in the papers prescribed for the First Year and such candidates will be admitted to the Second Year of the stream directly;
- Such candidates will not be granted any exemptions in the common papers of the Second/Third years although they may have passed in them in the other stream.
- Such candidates will be awarded only a certificate to that effect after passing the Second Year and the Third year paper/project work of the stream
- A candidate failing in two or less than two subjects in the Second year (semester) examination be permitted to reappear without any restriction on the number of attempts.

*Candidates who have passed the DMS examination of University of Mumbai can seek direct admission to the Second Year of the MMM/ MIM/MFM/ MHRDM course, subject to candidates having 3 years executive experience.

* Depends on the availability of the seats in the second year of the particular stream in which the candidate desires to take direct admission in 2nd year.

A candidate admitted to any of the part-time Master's Degree Program cannot claim transfer of his /her admission to another program under any circumstances after registration to a particular course.

The information given in this booklet is subject to changes as governed by the University rules from time to time.