

NICMAR

PROGRAMME BROCHURE

**School of Distance Education
National Institute of Construction
Management And Research**

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INTRODUCTION

The Distance Education is a mechanism for door delivery of quality education, providing opportunities of gaining higher qualifications and accessing the latest developments in the technologies and methodologies of selected profession. It is a learning system that permits study at one's own pace and place and is affordable. It is the best option to pursue studies for those who can't take up campus studies for whatever reason. The Distance Education has the following distinct features:

- Cost is much less than the cost of Campus Studies.
- Enrol for a programme according to affordability of time and funds.
- Getting Expert study materials door delivered.
- Do self – study at own pace and place.
- Network with other professionals at Management Development Workshops.
- Individualized instruction. Performance of each student is monitored and guidance given to match personal needs.
- Take examination at pre-set dates. Qualify and earn a Post Graduate Programme / Graduate Programme Certificate.
- Get credits for courses already studied while enrolling for new courses.

RATIONALE

The NICMAR Distance Education Programme caters to the training needs of the working executives and other personnel of the construction industry and infrastructure development projects.

A large number of engineers are employed on Civil Engineering projects located in the interior and far away places. They are unable to keep abreast of the latest developments in technology and management due to logistics and communication problems. Likewise, there are many others who cannot afford to leave their jobs to attend full time programme of studies due to personal circumstances. Moreover, uneven workflow at the project site and frequent transfers do not permit construction engineers to plan their studies at an even pace round the year.

It is, therefore, necessary to develop strategies for human resource development that make it possible for the working engineers and executives to upgrade their technical competence and managerial capabilities as well as to acquire higher professional qualifications for career improvements.

The Distance Education Programmes by correspondence are specially designed to suit the convenience of engineers and other personnel working on the construction and infrastructure development projects. They can select their own pace and place of studies and improve their capabilities as well as qualifications.

After registering for a course by paying the prescribed fee the student will receive lesson books and assignments for each course. The student will write assignments and submit to Pune Campus and take the examinations held at one of the Centres he/she may find convenient. On passing all the courses he/she is awarded the Certificate.

CHALLENGE OF COMPETITION

We live and work in an era marked by an ever-changing environment. Converging technologies, increasing symmetry in markets, global competitive pressures, changing life styles and high expectations are the forces that pose new challenges of change and competition. Information technology has entered all the offices and work sites. Knowledge and skills acquired by managers and engineers become redundant rapidly, thus the need for retraining and continuous learning. No other sector of the economy feels the pressure of new challenges as much as the construction industry.

A large number of engineers / architects, both degree and diploma holders are engaged in mammoth task of nation building by constructing projects of all kinds and sizes. They work with various project authorities, contracting firms, consultancy houses, manufacturing and service enterprises, which includes residential, commercial and industrial structuring, civil and social infrastructure, energy, irrigation, transportation, communications etc. Many other are engaged in work related to management of designs, cost estimating and tendering, quality, safety and ecology. Most of the projects are located in the interior and far away places. They are unable to access the latest developments in the technology and management due to logistic and communication problems and yet the fate of projects depends on their capabilities.

Construction engineers and managers should be ever proficient in the latest techniques of managing their jobs efficiently, effectively and harmoniously. Learning, unlearning and re-learning – all in shorts span of time, is fact of managers / engineers in the technology driven construction business. This is the way to move up the corporate ladder.

UNBLOCKING CAREER PROMOTION

It is well known that project engineers and managers begin their careers with a limited knowledge of management skills. They learn personnel and technical management, financial control of construction operations and other management techniques on the job only. This learning takes very long time and is seldom certificated. Promotion channels get blocked and only horizontal job mobility takes place. Vertical mobility can be achieved by studying for qualification courses that are tailor made for higher-level jobs in the construction industry.

Then, there are thousands of Diploma holder engineers working in the construction industry whose careers are blocked and promotions withheld because they don't possess acceptable formal qualifications for higher-level jobs. They are neither able to acquire higher qualifications nor can access information on new developments in technology and methodologies in construction. Many can't afford to leave jobs for on-campus studies; others can't be spared by their employers. Nevertheless, the careers of this large reservoir of technical manpower can be unblocked and skills upgraded through distance education.

NICMAR School Of Distance Education (SODE)

NICMAR commenced teaching qualification courses on July 9, 1984. In 1985-86, it organised roving workshops

on Construction Project Management at BAI Centres at Baroda, Bangalore, Bombay, Trichi, Delhi and Calcutta where the participants were mostly from contracting sector. In the same year, similar workshops were held for client's engineers: CPWD, HUDCO, DDA and MHADA. In all these workshops, there was a persistent demand on NICMAR to extend its services to persons who desired career improvement but were unable to do as they were working in the interior / far off places or project sites or unable to take time off required to attend courses in educational institutions. Suggestions also kept coming forth that NICMAR should activate a continuing forum for senior executives to discuss specific problems common to all in the industry.

Pressed by the persistent demand from construction professionals, BAI, OCCl & others, and impressed by the operations and delivery methods of the British Open University, NICMAR has decided to include Distance Education in the project proposal that was being drafted for UNDP Technical Assistance. A year later, the UNDP granted its approval to finance the project and establishing a Distance Education programme became a UNDP programme. Thus, NICMAR, Centre of Distance Education (CODE) was set up in July 1988 at Mumbai and relocated to Pune in 1992.

CODE was re-christened as NICMAR School of Distance Education (NICMAR SODE) in 2004. Over the years SODE blossomed into multi modules and multi duration basket of courses which are revised and upgraded regularly for their quality, relevance and value addition.

The distance education courses offered by NICMAR, are qualification Programmes in various branches of Construction Management in the infrastructure development sector, and the construction industry. SODE conducts Regional Contact Classes at every quarter of the year. It has Centres at Delhi, Hyderabad, Dubai and Bahrain. The main Campus is located at Pune.

PROGRAMMES OFFERED

POST GRADUATE PROGRAMMES

- i. Post Graduate Programme in Construction Management (PGPCM)
- ii. Post Graduate Programme in Project Management (PGP PM)
- iii. Post Graduate Programme in Infrastructure Development and Management (PGP IDM)

GRADUATE PROGRAMMES

- i. Graduate Programme in Construction Project Management (GPPM)
- ii. Graduate Programme in Building Maintenance Management (GP BMM)
- iii. Graduate Programme in Construction Safety Management (GP CSM)
- iv. Graduate Programme in Quantity Surveying (GPOS)
- v. Graduate Programme in Highway Project Management (GP HPM)
- vi. Graduate Programme in Oil & Gas Pipelines Project Management (GP OGPM)
- vii. Graduate Programme in Construction Contracts Management (GP CCM)
- viii. Graduate Programme in Construction Business Management (GP CBM).

CERTIFICATE PROGRAMMES

- i. Construction Contracts Management (CCCM)
- ii. Construction Equipment Management (CCEM)
- iii. Construction Quality Management (CCQM)
- iv. Construction Safety Management (CCSM)
- v. Construction Site Personnel Management (CSPM)
- vi. Construction Business Management (CCBM)
- vii. Waterproofing and Maintenance of Concrete Structures
- viii. Advanced Technology for Concrete Repair
- ix. Application of Polymeric Materials in Construction

CURRICULA

These are inter-disciplinary Programmes that build upon the concepts and methodologies of management, engineering, architecture, law, information technology, social and behavioural sciences and combines theory with practice.

The curricula is a judicious blend of theoretical and applied courses accompanied with practical experience and research work. Theoretical courses aim to improve the students' understanding of certain fundamental phenomena and relationships that characterize the changing world in which managers must operate. Applied courses, which occupy the bulk of the students time, link the theoretical studies to practical problems in the construction and infrastructure development projects.

PROGRAMME DESIGN

The programme Design is modular. A module is of 6 months duration, has 4 courses for study, 4 assignment to write, one seminar to attend and examinations. One course involves 10 lessons and each lesson needs 7 hours of self-study.

A Certificate Programme is of one Module, Graduate Programme has 2 Modules and Post Graduate Programme has 4 modules.

STUDY PROCEDURES

A student must register for one module at a time, take examinations at the end of six months and pass at least two courses, then register for the next module.

ADMISSION

Admission is open to candidates from India and abroad throughout the year. Students who enrol for the Programme till February end will write their first module end exam. in June. Similarly, students who enrol for the Programme till August end will write their first module end exam. in December. If any student is intending to change the Programme the transfer request application is to be made within two weeks from the commencement of the Programme. Student have to pay Rs. 1000 along with transfer application towards transfer processing fee.

REGIONAL CONTACT CLASSES

The Regional Contact Classes (RCC) are held every module at Pune and other centres if the number of participants is sufficient. All students studying for various programmes of SODE are required to attend the RCC as prescribed for the courses selected by them. The purpose of RCC is to provide face-to-face teaching to students for becoming more focussed on studies and solve individual problems, if any. Students are required to register for RCC by paying the fee for RCC.

Please check our website www.nicmar.ac.in for RCC schedule, RCC form and fee. Duly filled up forms with RCC fee should reach SODE office at Pune before the last date given on the website.

EXAMINATIONS

Examinations of the SODE Programmes are held four times in an year, generally in the months of March, June, September and December at the end of each Module. It is a Course-wise written examination. Pass percentage is 40 in each Course. The schedule is as follows:

<u>Admission Taken in</u>	<u>Exam.</u>
December - February	June
March - April	September
June-August	December
September - November	March

PROJECT WORK - LONG PAPER

A Post Graduate Programme student is expected to select a topic for his/her Project Work - Long Paper with the approval of SODE office. It may be desk research requiring collecting, collation and analysis of statistical data, another could be a live problem on the projects or sites where a student is working; still another could be a computer model building such as designing a computer model of quality control/safety management/ material and stores management system or it may be a case study of an organisation, a project or a phenomenon. The topic should be researchable in the given time and have bearing on the performance of the construction industry. It should involve scientific design of a study, collection and analysis of data and writing a report in an acceptable academic style. The Project Work - Long Paper may be of around 12500 words, about 50 typed pages of A-4 size. It should be bound in an academic style and 2 copies submitted to the SODE office. The Project Work - Long Paper will be prepared as a part of the Independent Study module.

COMPUTER PROFICIENCY

This involves learning and acquiring proficiency in the use of project management software packages - MS Project and Primavera. Students make independent arrangements with local computer training centres or at their workplaces. NICMAR campuses may also offer this training to SODE students if sufficient numbers enroll at any one time. Separate fee will be charged for the computer proficiency programme.

PLACEMENT

A Placement Cell functions at Pune Campus. Post Graduate Programme students, on completion of the Course, can register with the Placement Cell. SODE will assist them to obtain suitable placements on request. Those qualified and interested may register their requests with the Dean, SODE on the prescribed form.

PAYMENT OF FEES

The Schedule of Fees and other charges for various programmes are given in later paras. The following points may be noted by all students.

- Fees once paid are non-refundable.
- The fees will be forfeited if a student, after having been enrolled, leaves studies in-between or fails to complete them successfully.
- Fees are payable by Demand Draft drawn in favour of NICMAR-SODE, payable at Pune. Personal cheques and cash are not accepted.

- The fees and other dues payable at the time of admission.
- Students who are unable to complete the Programme they have selected during the normal duration should pay the fee as per the new scheme prevailing at that time for completing the Programme.

STUDY MATERIALS

The study material for a Programme typically comprises the following:

- Lesson Book
- Assignments (where prescribed)
- Textbooks prescribed in the Syllabus (Minimum of one text book per course)

Reference materials mentioned in the syllabus.

Students are advised to buy the Text Books wherever possible. Reference materials are available in local libraries. They may contact SODE office in case of any difficulty.

CAMPUS FACILITIES

All SODE students can use facilities at NICMAR Campus at Pune, Delhi and Hyderabad. These facilities include libraries and computer centres.

LIBRARIES

Each campus is equipped with a library. The main library is at the Pune campus. This is a specialized library in construction management and the construction industry. It holds a collection of over 13,000 titles, documents and reference material. Libraries subscribes to all major technical and professional journals relevant to the mainline work of the Institute.

The library provides text book service to students and research/ reference support to faculty and scholars and useful information to construction enterprises. It is fully computerized and staffed by professionally qualified and computer proficient librarians and documentalists.

NICMAR libraries at Pune, Delhi and Hyderabad are available to all SODE students.

COMPUTER CENTRES

NICMAR campuses at Pune and Hyderabad maintain well equipped and modern computer centres. Each computer centre has sufficient number of computers of the latest technology. Internet and e-mail facilities are available at all locations. All important software packages of project management, estimating, quantity surveying, inventory control, accounting, personnel handling etc. are available at the Centres. The Computer Centres are headed by qualified and experienced staff and they are open about 16 hours a day.

SODE students may use the computer centre on prior arrangements with the Campus incharge. SODE students may contact Dean, SODE for the purpose. Various campuses organise computer training courses for SODE students from time to time.

HOW TO APPLY

Prospectus and Application Form for all the courses can be obtained from any NICMAR office on payment of Rs. 1000 or US\$ 25 by Demand Draft in favour NICMAR-SODE, payable at Pune. OR

Download the Application Form from website: www.nicmar.ac.in. Fill the forms, attach certified photocopies of the required documents and return to NICMAR School of Distance Education, Pune along with application fee of Rs. 1000 by Demand Draft in favour of NICMAR-SODE, payable at Pune.

POST GRADUATE PROGRAMMES

NICMAR offers, through SODE, three Post Graduate Programmes. The Programmes, duration, eligibility, fee details, academic requirements etc. of the Post Graduate Programmes are given below.

- ❖ **Post Graduate Programme in Construction Management (PGP CM)**
- ❖ **Post Graduate Programme in Project Management (PGP PM)**
- ❖ **Post Graduate Programme in Infrastructure Development and Management (PGP IDM)**

DURATION

The Programme duration is 24 months. It is divided in 4 Modules, each term is of 6 months. Extension of the duration for completion of studies is normally not allowed.

ELIGIBILITY

Any of the following qualifications:

- i. Bachelor's degree in any branch of Engineering, Architecture, Town Planning, Building Sciences from a recognized University. OR
- ii. Non-Engineering Graduates with 2 years' work experience in a construction firm.
- iii. Diploma holders of Graduate Programme in Project Management (GPPM) of NICMAR are eligible for PGPCM programme.

FEES AND PAYMENT SCHEDULE

For Indian Nationals resident in India

The total fees payable is Rs. 90,000 plus admission fee of Rs.5,000. The schedule of payment is as under:

- √ Rs. 27,500 on receipt of admission letter.
- √ Rs. 22,500 on registration for Second Module.
- √ Rs. 22,500 on registration for Third Module.
- √ Rs. 22,500 on completion of Third Module and start of Independent Study Module.

For NRI and Foreign Students

The total fee for the entire course for NRI and foreign students is US\$ 2700. It is payable in four instalments:

- √ At the time of admission : US\$1300
- √ At the start of 2nd Term/Module : US\$ 800
- √ At the start of 3rd Term/Module : US\$ 350
- √ At the start of 4th Term/Module : US\$ 250

Candidates registering from Dubai area will pay fees to NICMAR Study Centre, Dubai and candidates registering from Bahrain area will pay fees to NICMAR Study Centre, Bahrain.

Fees once paid are non-refundable.

ACADEMIC REQUIREMENTS & ASSESSMENT

Five academic requirements of this Programme are given below:

- i. **Course Work:** Study 12 Courses in 3 Modules & pass examinations.
- ii. **Assignments:** Writing one assignment per course.
- iii. **Long Paper:** Preparing a Long Paper based on Project Work.
- iv. **Regional Contact Classes:** Attending 3 Regional Contact Classes, one in each Module.
- v. **Computer Proficiency :** Acquiring proficiency in the use of various project management software packages.

The final assessment criteria is as under:

Sr. No.	Item	Marks
i	Examinations held Module wise. 12 Courses (4 x 3 M) Each of 100 marks	1200
ii.	12 Assignments (1 per course x 12) x 30	360
iii.	Attendance/Assessment of RCC (3 x 80)	240
iv.	Project Work/Long Paper	200
Total		2000

SCHEME

The academic requirements and procedures of these Programmes are as follows:

- i. Studying and passing all 12 Courses of Modules 1, 2 & 3, and the Independent Study Module M-IS.
- ii. Submitting 12 assignments, one per Course and getting acceptance certificate from SODE office.
- iii. Attending three Regional Contact Classes, one each at the end of Modules 1, 2 and 3.
- iv. Independent Study Module (M-IS) is a period of 20 weeks after completion of all work for modules 1, 2 & 3. During Module (M-IS) two outputs will be produced.

- a. Project Work-Long Paper and getting 'pass certificate'.
- b. Computer Proficiency Certificate.
- v. A student will register for First Module, complete it and pass the examination in all 4 Courses. Thereafter, he/she may register for Second Module, complete and pass it and then register for Third Module, complete it and pass the examinations.
- vi. The student will receive one Lesson Book, one assignment and a supplementary reading list for each Course. Thus a student, on registration for a Module, will receive 4 Lesson Books, 4 assignments and supplementary reading lists.
- vii. An assignment set for a Course must be submitted before taking the examination for that Course.
- viii. Students must attend Module-end Regional Contact Class (RCC) before sitting for examination of the Courses in that Module.
- ix. Examination for all 4 Courses of a Module should be taken in one sitting. Sitting for examination in partial Module is not permitted.
- x. If a student passes atleast in 2 Courses of a Module and fails in two Courses, he/she may be allowed to register for the next Module and appear in the examination in 6 Courses next time.
- xi. Not more than 2 attempts can be made to pass the examination of a Course.
- xii. The Project Work - Long Paper will be prepared as a part of the Independent Study Module. The details are given separately.
- xiii. The student should be proficient in the use of computer in Project Management, MS-Office and Graphics. He should be capable of using atleast one Project Management package/software like MS Project, Primavera etc. A Certificate of Proficiency in the above issued by a reputed computer training agency, or from NICMAR, will be required to be submitted at SODE office, Pune.

Moderation

The final results are scrutinised by the Moderation Committee chaired by Director General, NICMAR before they are declared.

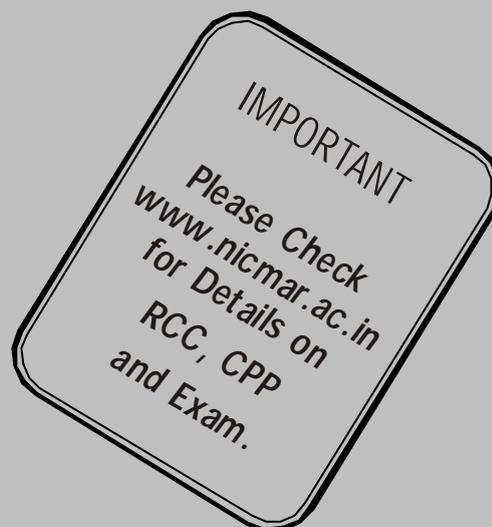
Failed Cases

- i. A student who misses two chances to pass examination of a course by not taking the exam when due means missing a chance. Failing in the exams means losing a chance.
- ii. A student who takes exams for all 4 courses of a Module and passes in atleast two courses will be allowed to register for the next Module and take exams of failed one/two courses next time.
- iii. Results of exams of courses are withheld if the student has not submitted assignments for these courses.

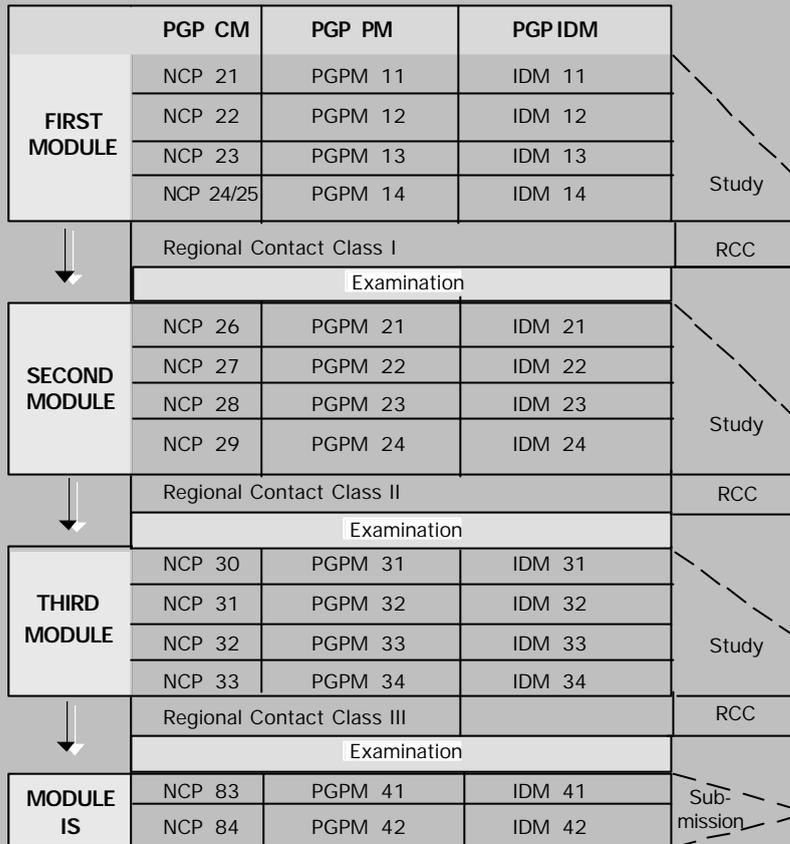
AWARD

In order to qualify for the award of Post Graduate Programme, a student should have successfully met the following requirements:

- i. Enrolled as a student of this Programme and registered for all 12 Courses of first three Modules.
- ii. Written one assignment per Course and submitted to SODE, received an "Accepted and Satisfactory" (A & S) letter from it.
- iii. Taken examinations in all 12 Courses in the prescribed sequence and passed by obtaining atleast 40 percent marks in each Course.
- iv. Submitted the "Project Work-Long Paper" and received an "A & S" certificate for it from SODE.
- v. Submitted a Certificate from a Computer Training Institute, approved by NICMAR, or from NICMAR, certifying computer proficiency in the use of prescribed software packages.
- vi. "No Dues" Certificate from SODE office.



Schematic Chart of Study



POST GRADUATE PROGRAMME IN CONSTRUCTION MANAGEMENT (PGPCM)

OBJECTIVE

The core objective of this course is to enable a student to train himself to become a project manager/construction manager/chief executive of a construction firm.

Towards that end:

- to develop the understanding, skills and competencies necessary for the effective management of projects and cost control of construction operations.
- to enhance skills in business analysis, information technology, financial packaging and people management.
- to internalize management qualities essential for effective leadership in a multi-disciplinary team.
- to acquire an integrated view of corporate strategies and business decisions.

Details of Course Work

It comprises the study of 12 courses shown in Table 1:

Table 1
Post Graduate Programme in Construction Management

Course No.	Course Title	No. of Less-Assignments	No. of Assignments
MODULE 11			
NCP21	Management in Organisation	10	1
NCP22	Construction Personnel Management	10	1
NCP23	Construction Contracts & Contracting	10	1
NCP24/25	Construction Materials and Equipment Management	10	1
MODULE 12			
NCP26	Construction Project Management Techniques	10	1
NCP27	Construction Quality Management	10	1
NCP28	Management Information Systems	10	1
NCP29	Construction Finance Management and Cost Accounting	10	1
MODULE 13			
NCP30	Site Organisation & Management	10	1
NCP31	Productivity & Works Study Techniques in Construction Projects	10	1
NCP32	Construction Safety Management	10	1
NCP33	Construction and Environment	10	1
MODULE IS			
NCP83	Project Work - Long Paper	-	-
NCP84	Computer Proficiency	-	-

POST GRADUATE PROGRAMME IN INFRASTRUCTURE DEVELOPMENT AND MANAGEMENT (PGP IDM)

OBJECTIVE

This course prepares graduates to assume responsibilities at various levels of the construction and operation of infrastructure development projects, and deliver results. Graduates of this Course should be able to take responsibilities of Planning Engineers at both projects and sites, site organisation and management, and as cost planners and controllers. They are adept in computerised project management.

Toward that end:

- to develop sound knowledge of the theory and practice of corporate management.
- to acquire an integrate proficiency in information technology, finance and people management skills.
- to develop understanding of construction and real estate development business and management of facilities and building services.
- to enhance skills and techniques of construction project management.
- to develop competency to handle a project in the specialized construction sector.

Details of Course Work

It comprises the study of 12 courses shown in Table 2:

Course No.	Course Title	No. of Less-Assignments	
MODULE 51			
IDM 11	Management in Organisation	10	1
IDM 12	Construction Finance Management	10	1
IDM 13	Construction Personnel Management	10	1
IDM 14	Construction Contracts Management	10	1
MODULE 52			
IDM 21	Construction Project Management Systems	10	1
IDM 22	Construction Quality, Safety and Environment	10	1
IDM 23	Construction Materials and Equipment Management	10	1
IDM 24	Infrastructure Development - I Power and Oil & Gas Sector	10	1
MODULE 53			
IDM 31	Tendering, Bidding, Contract Laws & Claims Management	10	1
IDM 32	Risk Management in Infrastructure Projects	10	1
IDM 33	Joint Ventures and Privatisation in Infrastructure Projects	10	1
IDM 34	Infrastructure Development - II Highways and Port Sector	10	1
MODULE 54			
IDM 41	Project Work - Long Paper	-	-
IDM 42	Computer Proficiency	-	-

POST GRADUATE PROGRAMME IN PROJECT MANAGEMENT (PGP PM)

OBJECTIVE

The objective of this Programme is to train the faculties of young and dynamic graduate engineers to develop them into mature and knowledgeable professional project managers with the potential to manage small and large projects in any field in India or abroad, to shoulder responsibility in any functional capacity with some of the essential competencies, such as

- Sound knowledge of theory and practice of project management.
- Proficiency in engineering & construction of projects in different sectors.
- Skills in financial, marketing and human resource issues in the projects.
- Techniques of dealing with quality, planning, software and IT systems.

The programme allows engineers from different disciplines to select special engineering subjects to enhance their subject expertise in tune with careers of their choice.

Details of Course Work

It comprises the study of 12 courses shown in Table 3:

Course No.	Course Title	No. of Less-Assignments	
MODULE 55			
PGPM11	Management in Organisation	10	1
PGPM12	Construction Finance Management	10	1
PGPM13	Construction Personnel Management	10	1
PGPM14	Contracts Management	10	1
MODULE 56			
PGPM21	Projects Formulation & Appraisal	10	1
PGPM22	Projects Planning and Control	10	1
PGPM23	Construction Quality, Safety and Environment	10	1
PGPM24	Project Management - I Power Plants & Engineering	10	1
MODULE 57			
PGPM31	Project Risk Management	10	1
PGPM32	Project MIS	10	1
PGPM33	Materials and Logistics Management	10	1
PGPM34	Project Management - II Oil & Gas and Infrastructure	10	1
MODULE 58			
PGPM41	Project Work - Long Paper	-	-
PGPM42	Computer Proficiency	-	-

GRADUATE PROGRAMMES

- i. Graduate Programme in Construction Project Management (GPPM)**
- ii. Graduate Programme in Construction Business Management (GP CBM)**
- iii. Graduate Programme in Construction Contracts Management (GP CCM)**
- iv. Graduate Programme in Construction Safety Management (GP CSM)**
- v. Graduate Programme in Building Maintenance Management (GP BMM)**
- vi. Graduate Programme in Highway Project Management (GP HPM)**
- vii. Graduate Programme in Oil & Gas Pipelines Project Management (GP OGPM)**
- viii. Graduate Programme in Quantity Surveying (GPQS)**

INTRODUCTION

NICMAR SODE offers 8 Graduate programmes. Each one of these Programmes caters to specific needs of working students community. It is not uncommon for a student to qualify in one programme & then enroll for another. The programme duration gets telescoped due to the credit points earned for courses, studied as a part of the earlier programme.

DURATION

The Programme duration is 12 months from the date of enrolment, and is split in 2 Terms. Extension of the duration for completion of studies is normally not allowed.

ELIGIBILITY

In order to be eligible for admission to Graduate Programme, the candidate should successfully meet the following criteria:

- i. Diploma in any branch of Engineering.
- OR**
- ii. Non-Engineering Graduates with 2 years' work experience in a construction firm.

FEES AND PAYMENT SCHEDULE

For Indian Nationals residing in India

The total fees payable is Rs. 45,000 plus admission fee of Rs.5,000.

The schedule of payment is as under:

Rs. 27,500 on receipt of admission letter.

Rs. 22,500 on registration for second Module

For NRI and Foreign Students

The total fee for the entire course of 12 months for NRI and foreign students is US\$ 1350 payable as under:

- i. At the time of admission : US\$ 800
- ii. At the start of Term 2 : US\$ 550 (beginning of 7th month)

Candidates registering from Dubai area will pay fees to NICMAR Study Centre, Dubai and candidates registering from Bahrain area will pay fees to NICMAR Study Centre, Bahrain.

ACADEMIC REQUIREMENTS

Four academic requirements of Graduate Programmes are given below:

- i. **Course Work**
Study 8 Courses in 2 Modules & pass examinations.
- ii. **Assignments**
Writing one assignment per course.
- iii. **Regional Contact Classes**
Attending 2 Regional Contact Classes.

ASSESSMENT

The final assessment criteria is as under:

Sr.No.	Item	Marks
i.	Examinations held Module wise 8 Courses (4 x 2 M) Each of 100 marks	800
ii.	8 Assignments (1 per course x 8) x 30	240
iii.	Attendance/Assessment of RCC (2 x 80)	160
Total		1200

SCHEME

The academic requirements and procedures of this Programme are as follows:

- i. Studying and passing all 8 Courses of First and Second Module.
- ii. Submitting 8 assignments, one per Course and getting acceptance certificate from SODE office.
- iii. Attending two Regional Contact Classes, one each at the end of First and Second Module.
- iv. A student will register for First Module, complete it and pass the examination in all 4 Courses. Thereafter, he/she may register for Second Module, complete it and pass the examinations.
- v. The student will receive one Lesson Book, one assignment and a supplementary reading list for each Course. Thus a student, on registration for a Module, will receive 4 Lesson Books, 4 assignments and supplementary reading lists.
- vi. An assignment set for a Course must be submitted before taking the examination for that Course.
- vii. Students must attend Module-end Regional Contact Class (RCC) before sitting for examination of the Courses in that Module.
- viii. Examination for all 4 Courses of a Module should be taken in one sitting. Sitting for examination in partial Module is not permitted.
- ix. If a student passes atleast in 2 Courses of a Module and fails in two Courses, he/she may be allowed to register for the next Module and appear in the examination in 6 Courses next time.
- x. Not more than 2 attempts can be made to pass the examination of a Course.

FAILED CASES

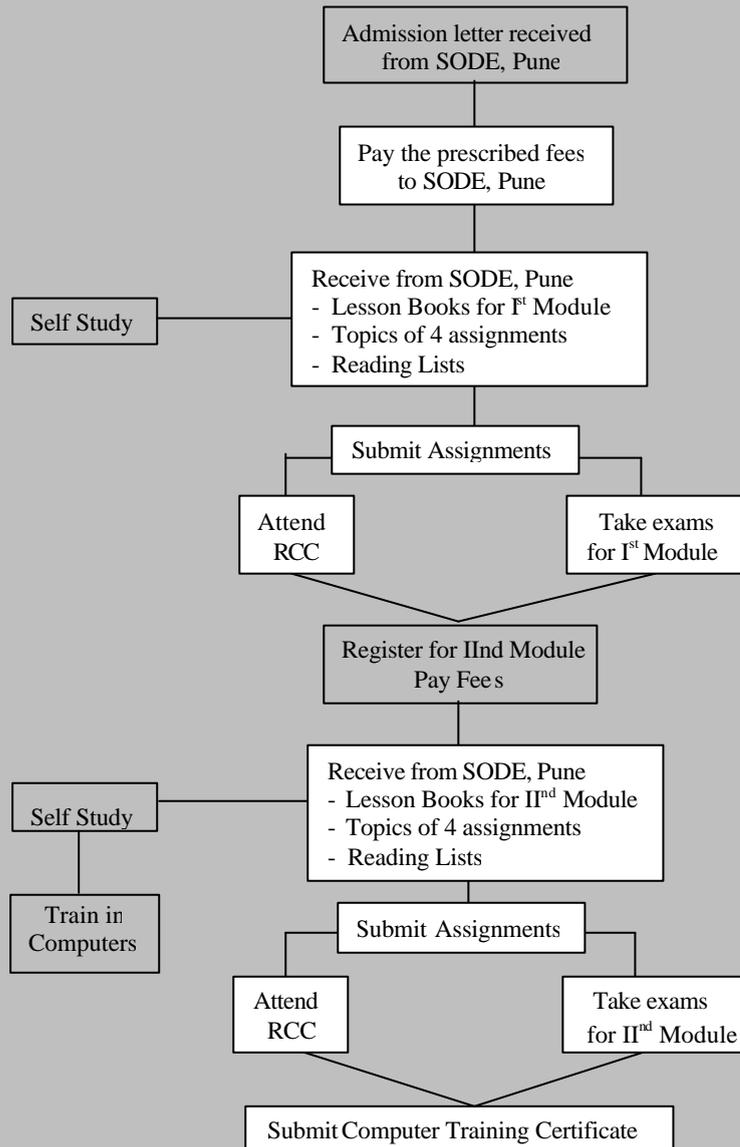
- i. A student who misses two chances to pass examination of a course by not taking the exam. when due means missing a chance. Failing in the exams means losing a chance.
- ii. A student who takes exams for all 4 courses of a Module and passes in atleast two courses will be allowed to register for the next Module and take exams of failed one/two courses next time.
- iii. Results of exams. of courses are withheld if the student has not submitted assignments for these courses.

AWARD

In order to qualify for the award of Graduate Programme, a student should have successfully met the following requirements:

- i. Enrolled as a student of the Programme and registered for all 8 courses of First and Second Module.
- ii. Written one assignment per Course and submitted to SODE, and received an "Accepted and Satisfactory" (A & S) letter from it.
- iii. Taken examinations in all 8 Courses in the prescribed sequence and passed by obtaining atleast 40 percent marks in each Course.
- iv. "No Dues" Certificate from SODE office.

Step-by-step



CONSTRUCTION PROJECT MANAGEMENT (GPPM)

This Programme is designed especially for three groups. First group is, site engineers and middle managers in either line or staff capacities working for civil construction companies, development bodies, industrial and commercial enterprises, contractors and consultancy firms. Second group is, industrial engineers and functional managers - financial, materials, personnel, plant, working on projects. Third group is, contractors interested in building competencies in project management.

OBJECTIVE

- To develop competencies in project management techniques and skills.
- To acquire proficiency in controlling time, cost and quality.
- To gain knowledge on the dynamics of site organisation and operations.

On completion of the Course, the graduates should be in a position to work as Project Planners, Cost Controllers, Site Managers and as deputies to department heads. They can also manage medium size projects on their own.

Table 1
Graduate Programme in Construction Project Management

Course No.	Course Title	No. of Less-Assignments	
MODULE 18			
NCP22	Construction Personnel Management	10	1
NCP23	Construction Contracts and Contracting	10	1
NCP24 /25	Construction Materials and Equipment Management	10	1
NCP30	Site Organisation & Management	10	1
MODULE 19			
NCP26	Construction Project Management Techniques	10	1
NCP27	Construction Quality Management	10	1
NCP28	Management Information Systems	10	1
NCP29	Construction Finance Management and Cost Accounting	10	1

CONSTRUCTION BUSINESS MANAGEMENT (GP CBM)

This programme of studies covers the Construction Business Management procedures and related practices. The course is designed for:

- Wards of family owned construction business
- Construction industry managers, architects, contractors, consultants, realtors, financiers and resource suppliers.
- Practicing engineers, quantity surveyors, system

designers, cost accountants and those handling other functions in construction industry.

- Prospective Construction entrepreneurs.

OBJECTIVE

The programme is designed for students to gain proficiency in tools, techniques and practices required for managing contracts of a medium-size construction project, independently. Graduates of this programme will be able to efficiently and effectively perform the following management related functions:

- Construction business development and management techniques
- Site organisation and administration
- Documenting and raising claims

Table 2
Graduate Programme in Construction Business Management

Course No.	Course Title	No. of Less-Assignments	
MODULE 20			
NCP21	Management in Organisation	10	1
NCP29	Financial Management and Packaging of Projects	10	1
NCP26	Project Planning & Management Techniques	10	1
NCP35	Project Risks and Insurance Management	10	1
MODULE 21			
NCP36	Construction Business Management	10	1
NCP30	Construction Site Organisation & Administration	10	1
NCP59	Estimating, Costing & Bidding	10	1
NCP37	Contractor/Builder and the Law	10	1

CONSTRUCTION CONTRACT MANAGEMENT (GP CCM)

This programme of studies covers the construction contract management procedures and related practices. The course is designed for:

- Contract managers and their team members
- Construction industry managers, architects, contractors, consultants, realtors, financiers and resource suppliers
- Practicing engineers, quantity surveyors, system designers, cost accountants and those handling other functions in construction industry.

OBJECTIVE

The programme is designed for students to gain proficiency in tools, techniques and practices required for managing contracts of a medium-size construction project, independently. Graduates of this programme will be able to efficiently and

effectively perform the following management related functions:

- Implement the tendering process as Estimator or Quantity Surveyor
- Develop, budget and submit tenders/bids as Tendering Engineer
- Learn system of contract administration and management
- Learn to identify, raise and document claims as Contracts Engineer/Manager.

Table 3
Graduate Programme in Construction Contracts Management

Course No.	Course Title	No. of Less-Assignments	
MODULE 20			
NCP21	Management in Organisation	10	1
NCP29	Financial Management and Packaging of Projects	10	1
NCP26	Project Planning and Management Techniques	10	1
NCP35	Project Risks & Insurance Management	10	1
MODULE 22			
CCM 11	Construction Contracts	10	1
CCM 12	Tendering and Contracting in Construction	10	1
NCP39	Essentials of Contract Law	10	1
CCM 14	Construction Claims	10	1

CONSTRUCTION SAFETY MANAGEMENT (GP CSM)

Constructing safe structures and providing safe work environment to the personnel is a vital factor in successful construction business. This makes safety an important function in the management of construction projects. The concern for safety starts from the design stage and continues till the facility is delivered to the owner. The designer, consultant, client and contractor share equal responsibility for safety which should be built into their work values and systems.

OBJECTIVE

- To be responsible for compliance of statutory obligations of the employer in regard to safety of personnel and structures
- To function as a "Staff" officer on the construction sites and guide and assist the site managers/engineers to make their sites safe and accident free
- To train personnel in construction safety, conduct safety surveys and design suitable documents for recording and promoting safety on sites and construction industry.

On completion of the Course, the graduates should be employable as Safety officers at Project offices and construction sites.

Table 4
Graduate Programme in Construction Safety Management

Course No.	Course Title	No. of Less-Assignments	
MODULE 23			
CSM21	Construction Safety Management	10	1
CSM22	Construction Safety Hazards & Construction Operations	10	1
CSM23	Construction Safety Management Administration & Organisation	10	1
CSM24	Safety in Handling Materials, Machinery, Tools and Specialised Structures	10	1
MODULE 24			
CSM25	Site Safety Practices	10	1
CSM26	Safety Training and MIS	10	1
CSM27	Construction Safety Legislation and Standards	10	1
CSM28	Construction Safety Planning and Organisation	10	1

BUILDING MAINTENANCE MANAGEMENT (GP BMM)

The maintenance of built environment affect each one of us continuously. The state of our houses, working places and places of relaxation will influence not only our comforts but even our economic survival. Since the total value of housing and workplace buildings accounts for nearly two thirds of nations capital stock, economy of the country largely depends on its building activity and preservation of constructed assets by proper maintenance strategy.

OBJECTIVE

To train an engineer as a maintenance manager who has:

- technical skills required for proper maintenance of building structures, services and systems.
- management skills to plan and implement maintenance jobs economically and effectively.
- business skills to give value for money to clients and earn a good living for self, and
- knowledge of the maintenance laws and standards.

On completion of the Course, the graduates will be in a position to work as maintenance managers or engineers. They may also manage medium size maintenance contracts or building services projects.

Table 5
Graduate Programme in
Building Maintenance Management

Course No.	Course Title	No. of Less-Assignments	
MODULE 25			
BMM 31	Economics and Management of Building Maintenance	10	1
BMM 32	Building Maintenance Status and Standards	10	1
BMM 33	Building Maintenance Contracts and Contracting	10	1
BMM 34	Estate Management	10	1
MODULE 26			
NCP45	Building Maintenance Chemicals and Materials	10	1
NCP46	Building Structure Maintenance	10	1
NCP47	Building Services Maintenance	10	1
NCP28	MIS for Building Maintenance	10	1

HIGHWAY PROJECT MANAGEMENT
(GP HPM)

This programme is designed for three groups associated with highway construction projects. First group is site engineers and middle managers in either line or staff capacities working for road building construction companies, consultancy firms or sub contractors. Second group is planning engineers and functional managers in financial, materials, personnel, plant, working on projects and third group is all civil contractors interested in entry into highway construction business.

OBJECTIVE

- To develop basic understanding of highway construction business potential and practices
- To acquire proficiency in planning and executing highway construction projects
- To gain insight into safety and quality management practices relevant to highway construction contracts

On completion of the course, the graduates should be in a position to work as site managers or quality, safety engineers in road construction business or undertake medium size contracts and manage them efficiently. Executives and engineers working with financial institutions or PMCs can develop perspective about road construction projects.

Table 6
Graduate Programme in
Highway Project Management

Course No.	Course Title	No. of Less-Assignments	
MODULE 20			
NCP21	Management in Organisation	10	1
NCP29	Financial Management and Packaging of Projects	10	1
NCP26	Project Planning and Management Techniques	10	1
NCP23	Infrastructure Contracts and Contract Management	10	1
MODULE 29			
NCP49	Economics of Transport System and Road Infrastructure	10	1
NCP50	BOT Projects - Regulation & Structuring	10	1
HPM57	Highway Construction Safety and Quality Management	10	1
NCP35	Project Risks & Insurance Management	10	1

OIL AND GAS PIPELINES PROJECT
MANAGEMENT (GP OGPM)

This programme is meant for all those engineering and commercial professionals who wanting to diversify into Oil and Pipeline Construction sector. Multi-disciplinary nature of this infrastructural sector offers opportunities to civil and mechanical engineers alongwith petroleum and instrumentation professionals working with construction/consultancy firms. Even functional managers involved in financial, commercial execution of infrastructure projects will find it beneficial. Finally, safety and quality professionals will obtain working knowledge directly applicable to Oil and Gas Pipeline projects.

OBJECTIVE

- To develop basic understanding of oil and gas pipeline business and construction practices
- To acquire working knowledge of planning and executing oil and gas cross country pipeline projects
- To understand working practices of safety and quality management relevant to oil and gas pipeline and construction contracts.

On completion of the course, the graduates should be able to work as Construction Manager or Quality & Safety Engineer in cross country Oil & Gas pipeline projects or undertake medium size Installation contracts & manage them efficiently. Executives & Engineers working with Oil Companies & Refineries can develop better understanding about execution of Oil & Gas pipeline projects.

Table 7
Graduate Programme in
Oil & Gas Pipelines Project Management

Course No.	Course Title	No. of Less-Assignments	
MODULE 20			
NCP21	Management in Organisation	10	1
NCP29	Financial Management and Packaging of Projects	10	1
NCP26	Project Planning and Management Techniques	10	1
NCP23	Infrastructure Contracts and Contract Management	10	1
MODULE 30			
OGP 61	Pipeline Installation & Operations Management	10	1
OGP 62	Economics of Oil Products & Pipeline Infrastructure	10	1
NCP35	Project Risks & Insurance Management	10	1
OGP 64	Pipeline Construction Safety and Quality Management	10	1

QUANTITY SURVEYING (GDQS)

Quantity Surveying as a professional function in construction and civil works projects has been slow to receive recognition in India. However, larger size of projects, tight work schedules and more competitive rates has brought quantity surveying to the forefront. This is a function that combines within itself the elements of Civil Engineering, Economics, Finance, Material Sciences, Statistics, Valuation, Management etc. Now, the performance of almost the entire function has been computerised. Accordingly the GDQS has been designed as an interdisciplinary Programme that builds upon all the aforesaid disciplines.

OBJECTIVE

Being a job oriented Programme, it equips graduates to become site engineers and quantity surveyors with government departments, MES, construction companies and consultants.

Graduates of this Programme will have competency in:

- Estimation of quantities, preparation of BOO and submission of tenders.
- Building economics from conceptual stage till completion.
- Post-contract functions, monthly valuations and project variance reports.
- Identification of claims and extra items of work at sites.

Table 8
Graduate Programme in
Quantity Surveying

Course No.	Course Title	No. of Less-Assignments	
MODULE 37			
MQS 113	Construction Technology	10	1
MQS 211	Quantities (Taking Off)	10	1
MQS 212	Analysis of Prices and Value Engineering in Construction	10	1
MQS 312	Laws for Surveyors	10	1
MODULE 38			
MQS 213	Valuation of Land and Buildings (Elements of)	10	1
MQS 311	Tendering & Contractual Procedures	10	1
MQS 214	Specifications & Bill of Quantities	10	1
MQS 314	Arbitration, Conciliation and ADR	10	1

CERTIFICATE PROGRAMMES

Construction is engineering and management in action. The activity is performed by the skilful application of human effort to create designs and to convert them into physical facilities through organisational inputs. Construction projects are becoming large in volume and complex in design. The demands of economy, accuracy, quality and timely completion of projects is the essence of contract management. Use of new building materials, mechanised operations, sophisticated plant and instrumentation and superior construction techniques are critical to efficient and profitable management of projects.

The following 9 certificate courses are offered:

- i. **Construction Contracts Management (CCCM)**
- ii. **Construction Equipment Management (CCEM)**
- iii. **Construction Quality Management (CCQM)**
- iv. **Construction Safety Management (CCSM)**
- v. **Construction Site Personnel Management (CSPM)**
- vi. **Construction Business Management (CCBM)**

CERTIFICATE PROGRAMMES OFFERED IN ASSOCIATION WITH DR FIXIT INSTITUTE

- vii. **Waterproofing and Maintenance of Concrete Structures**
- viii. **Advanced Technology for Concrete Repair**
- ix. **Application of Polymeric Materials in Construction**

WHO WILL BENEFIT

Certificate in Construction Contract Management (CCCM)

- Contractors who want to learn contract conditions and laws for 'do it yourself' for routine matters and save on fees of advisors and consultants.
- Consultants who are expanding business from 'design only' to project supervision and control.
- Site Engineers, project managers, teachers of engineering colleges, journalists etc.

Certificate: Construction Equipment Management (CCEM)

- Project Managers and site engineers of construction projects.
- Mechanical engineers who are in project teams of development projects.
- Officers responsible for planning, selection and purchase of equipment and tools.
- Marketing executives of construction plant and machinery.
- Safety Officers / engineers

Certificate in Construction Quality Management (CCQM)

- Quality Controllers
- Personnel working in test houses, R&D labs and standards institutions.
- Project Managers, site engineers.
- Contractors, Consultants
- Officers of CWC, CEA, NHAI, IAAI, MES, CPWD, PWDs, Housing Boards.

Certificate in Construction Safety Management (CCSM)

- Safety Officers and Engineers
- Project Officers and Site Engineers
- Govt. Safety Officers
- Trade Union Leaders
- University Teachers and Lecturers
- Officers of CWC, CEA, NHAI, IAAI, CPWD, MES, PWDs, Housing Boards, Safety Councils and Institutes.

Certificate in Site Personnel Management (CSPM)

- Personnel and Labour Officers of Construction Companies
- Contractors, Consultants, Lawyers
- Officers of Government Labour Departments
- Faculty Members of Management Schools and Schools of Labour Welfare.
- Trade Union Officials
- Builders and Contractors' Associations

Certificate in Construction Business Management (CCBM)

- Builders and owners of Construction Firms
- Sons/daughters of owners of construction companies who are joining/taking over family businesses.
- Entrepreneurs expanding into construction business
- Professors & teachers of business schools and engineering institutions
- A/E Consultants
- Business Development Managers.

OBJECTIVE

Construction is a dynamic and multi-disciplinary activity. It demands that its performers continuously update their knowledge and skills and also develop better appreciation of contributions of other disciplines. The certificate courses are designed to meet the following objectives:

- i. To help construction professionals to keep their knowledge and skills updated
- ii. Gain proficiency in the performance of a specific management function in construction enterprises, projects and sites, and
- iii. Acquire a qualification granted by Asia's leading construction management Institute.

DURATION

The Programme duration of each Certificate Programme is 6 months from the date of enrolment. Extension of the duration for completion of studies is normally not allowed.

ELIGIBILITY

Diploma in any branch of Engineering.

OR

Graduate in any non engineering discipline with 2 years work experience.

(Candidates working in the construction industry will be preferred).

FEES AND SCHEDULE OF PAYMENT

For Indian Nationals resident in India

The total fee for a Certificate Programme is Rs. 27,500 and it is payable at the time of enrolment.

For NRI and Foreign Students

The fee for one certificate course is US \$ 675 and it is payable at the time of enrolment. Candidates will pay fees to NICMAR Study Centre, Dubai/Bahrain.

ACADEMIC REQUIREMENTS

The academic requirements of a Certificate Course are the following:

1. Course Work

- i. Studying the Lesson Books sent by SODE.
- ii. Studying the books from the List of Readings sent by SODE.
- iii. Appear in the examination and pass it.

ASSESSMENT

1. Scheme

The assessment of the Certificate students is based on the following criteria:

Sr. No.	Item	Marks
i	Examinations (Upto a Course)	400
ii.	RCC	100
	Total	500

CERTIFICATE PROGRAMMES OFFERED IN ASSOCIATION WITH DR FIXIT INSTITUTE

Certificate in Waterproofing and Maintenance of Concrete Structures

- Builders and owners of Construction Firms
- Construction & maintenance professionals to keep their knowledge & skills updated.
- To gain proficiency in the Waterproofing and maintenance of concrete structures.

Certificate in Advanced Technology for Concrete Repair

- Builders and owners of Construction Firms
- Construction & maintenance professionals to keep their knowledge & skills updated.
- To gain proficiency in the concrete repair.

Certificate in Application of Polymeric Materials in Construction

- Builders and owners of Construction Firms
- Construction & maintenance professionals to keep their knowledge & skills updated.
- To gain proficiency in the application of polymeric materials in construction.

DURATION

The Programme duration of each Certificate Programme is 6 months from the date of enrolment. Extension of the duration for completion of studies is normally not allowed.

ELIGIBILITY

Diploma in any branch of Engineering.

OR

Graduate in any non engineering discipline with 2 years work experience.

(Candidates working in the construction industry will be preferred).

FEES AND SCHEDULE OF PAYMENT

The total fee for the above three Certificate Programmes is Rs. 15,000 each and it is payable at the time of enrolment.

SCHEMATIC CHART OF COURSES

Module	Certificate in	Course No.	Course Title
31	Construction Contract Management (CCCM)	CCM 11	Construction Contracts
		CCM 12	Tendering & Contracting in Construction
		CCM 13	Essentials of Contract Law
		CCM 14	Construction Claims
32	Construction Safety Management (CCSM)	CSM 15	Introduction to Construction Safety
		CSM 16	Common Safety Hazards
		CSM 17	Laws on Construction Safety, Health and Welfare
		CSM 18	Safety Practices and Standards in Construction
33	Construction Equipment Management (CCEM)	NCP 51	Introduction to Construction Equipment and Machines
		NCP 52	Introduction to Construction Equipment Planning & Selection
		NCP 53	Construction Equipment Maintenance
		NCP 55	Case Studies on Construction Equipment Planning & Selection
34	Construction Quality Management (CCQM)	CQM 23	Quality Assurance Systems
		NCP 56	Quality Manual in Building Services
		CQM 25	Quality Control in Concreting
		CQM 29	Productivity, Safety and Quality
35	Construction Site Personnel Management (CSPM)	CPM 27	Site Personnel Management
		CPM 28	Manpower Planning Techniques
		CPM 29	Productivity, Safety and Quality
		CPM 30	Labour Laws for Construction Sites
36	Construction Business Management (CCBM)	NCP 36	Construction Business Management Techniques
		NCP 30	Construction Site Organisation and Administration
		NCP 59	Estimating, Costing and Bidding
		NCP 37	Contractor / Builder and the Law
40	Waterproofing and Maintenance of Concrete Structures	-	Fundamentals of Waterproofing
		-	Waterproofing principles, Practices and Materials
		-	Maintenance of Concrete Buildings and Structures
		-	Safety, Health and Environmental Issues
41	Advanced Technology for Concrete Repair	-	Concrete as a Building Material
		-	Appraisal of Concrete Buildings and Structures
		-	Manifestations of Concrete Distresses and their Repair Practices
42	Application of Polymeric Materials in Construction	-	Understanding Polymers and their Evolution
		-	Engineering Plastics
		-	Adhesives in Engineering Applications
		-	Coating Materials and Applications
		-	Water Reducing and Rheology Modifying Chemicals in Cement and Concrete
		-	Grouting and Repairing Chemicals
		-	Safety, Health and Environment Issues

NICMAR FACULTY

CORE FACULTY

PUNE

Name	Specialisation	
Dr. M. G. Korgaonker Ph. D., IIT Mumbai	Operations Management Corporate Strategy Project Management Supply Chain Management	Prof. Sanjay Choudhari BE (Mech.) M.Tech. (Industrial) Operations Management, Operations Research, Supply Chain Mgt., Manufacturing Strategy
Dr. J. C. Edison M.A., Ph.D.	Economics, Project Exports	Prof. Bablu Rajput B.E. Civil, M.E. (Construction & Management) Construction Methods & Technology, Construction Quality Control in Construction Materials
Prof. Tapash Ganguli PGDM, GDMM, PGDCA PMP	Project Management Materials & Logistics Management, Business Strategy & Planning, OB, Principles & Management	Prof. Milind Jagtap M. Tech. (Mfg. Systems Engg.) Operations Management, Quantitative Techniques, Supply Chain Management
Dr. Anil Agarwal B.E., M.E. (Construction Management), Ph. D.	Construction Methods & Practices, Project Manage- ment, Value Engg., Estimation & Costing	Prof. Abhijeet Sangapurkar B.E. (Civil), PGD(ACM) Project Quality Mgmt., Management of Safety and Health
Prof. Vivek Datey (Mech.), M.M.S (Fin.)	Project Management B.E. Project Mgt. Software	Prof. Smitha R. Yadav (Mrs.) B.E. (Civil), M. E. Estimation & Qty. Surveying, Tendering Bidding & Contracting, Foundation Engg.
Dr. Mona N. Shah (Mrs.) B.A.(Eco.), MBA (Marketing), Ph.D.	Marketing Strategic Management, Human Resource Mgt., Real Estate Development & Manage- ment, Leadership	Prof. Sachin Jain B. E. (Civil) MBA (Marketing) Construction Technology & Methods, New Materials Productivity, Construction Management
Prof. Anand Gosavi M. Tech (Struct)	Contract Mangement, Site Management, Constuction Management	Prof. Sanjay Bhoyar M.E. (Construction) Infrastructure Projects Project Management Tendering Bidding & Contracts, Privatisation in Construction Quantitative Techniques
Garg Arvind Kumar Dr. B.E.,M.E.,Ph.D.Eng. (Tokyo Univ.)	Construction Finance Management Financial Services Markets and Instruments	Prof. Darshan Mahajan B.A., MCM PGDBM (Appearing) Data Base Management System, Programming Languages, Web Designing, Computer Skills
Prof. Pramod Deshpande B.Tech. (Chem.) M.Tech. IIT-B, FIE (Chemical) Chartered Engg.	Plant Design & Engineering Piping Design & Engg. Energy Management & Conservation, Power Plant Engineering & Mgt. Project Management	Prof. Jonardan Koner Dr. Economics, Econometrics Statistics, QT, Research Methodology, Marketing Research
Prof. P. Nagarjuna B. E. (Civil), M.Tech. (Transportation Engg.)	Infrastructure Development Projects, Infrastructure Operations Management Special Construction Methods and Technology	Prof. Deepak M. Sundrani M.E.(Construction Mgmt). MBA(Marketing), LLB Marketing Management, Real Estate Development and Management, Principles and Practices of Management
Prof. Virendra D. Vyas M. Com., C. A.	Cost Accounting Management Accounting	Prof. Madhav Darwhekar M.E.(Civil - C & M) HR in Construction, Equipment Management and Quantity Surveying
Prof. Desai Vijaya (Mrs.) B.Com., M.C.M.	Data Base Mgt. System System Analysis & Design Mgt. Information System Project Mgt. Software System	Prof. Prasanta Kumar Sahu M. Tech. Civil Transportation System Engineering, Airport Planning, Design and Management
Dr. Medha Joshi (Mrs.) B.Sc. (Stats.) M.M.S. (Finance) Ph.D.(Finance & Insurance)	Financial Management, Modern Portfolio Theory, Investment Management, Derivatives Insurance	Prof. Mangesh Madurwar B.E. Civil, M.E.Civil Construction Manag- ement, Infrastructure Planning & Management

Prof. Ayesha Wahid(Ms) B. Arch., MBEM(Masters in Building Engineering and Management)	Project Management, Real Estate, Strategic Manage- ment	Prof. S.V.S.Rajaprasad B.Tech. (Mech), M.E. (IE) PG Dip. Safety Engg.	Safety Engineering Quantitative Techniques Environmental Management Research Methodology
Prof. Sushrut S. Vaidya B. E.(Civil), M.Tech.	Design and Construction of offshore pipelines, Con- struction in the Marine Environment, Construc- tion Equipment Manage- ment	Prof. P. Muralidhar B.E. (Mech), M.E. (IEM) MISTE	Project Management Marketing Management Infrastructure Operations Management, Construction Materials Management Management Theory and Principles, MIS
Prof. Smruti Sanjeevani(Ms) B. Arch., PGP ACM	Organisational Behaviour, Human Resource Manage- ment, Computer work- shop, Health and Safety Management	Prof. K. Srinivas B.E. (Civil), M.B.A. (OM) M.E. (HMWM), MIE MIWRS	Project Management Quantitative Techniques Survey & Research Methods
HYDERABAD AND GOA			
Dr. Singh Indrasen B.E.(Civil), M.Tech.,Ph.D, FIE	Project Management Construction Quality Management Risk Management	Prof. B. Ravinder B.E.(Civil), MBA (Tech.Mgt.)	Construction Technology and Design Practices Quantity Surveying Workshop Analysis of Prices
Prof. Ramanna K.R. B.E.(Mech.) M.Tech. (IEM) PG Dip.(IM), C.E., FIV FIIPE, CEA (BEE)	Plant & Equipment Management, Building Services Management Const.Methods and Tech., HSEM, Productivity Techniques, Engg. Tech. Update, Energy & Quality Mgt.	Prof. Mohd. Ghouse B. E. (Mech.) ISHRAE (Member)	Analysis of Prices, Quantities and Machinery Charges, Utility Service Management, Work Planning Site Organisation & Mgt.
Prof. Varma B.G. M.A. (IR)	Management Theory & Practices, HRM, IR, Labour Laws, Land Management Safety Management Managerial Skills	Prof. N. Ramesh Babu BE, DBA, MS(USA)	Traffic & Transportation Engg, Construction Material Management, Survey & Research Method, Construction Method & Technology
Prof. Murthy V.R.K. MIE(Civil), FIV	Quantities Taking Off, Analysis of Rates/Prices, Value Engineering	Prof. Rajiv Gupta MMS(BITS, Pilani)	Joint Ventures & privatization in Construction, Engineering & technology update, Industrial safety, Physical aspects of environment, Management systems
Prof. Sarbesh Mishra M.Com, M. Phil., Ph.D.	Financial & Cost Accounting Financial Management Financial Services, Markets and Institutions Management Accounting	Dr. V. Sri Hari B.Tech(Civil), M.Tech (Enviormnetal Eng.), Phd	Physical aspects of Environment construction safety, Environmental Mangement, Solid & Hazardous waste Management.
Prof. K.P. Reghunath B.Tech. (Civil) M.E. (Const. Technology) MIE, MIWRS	Construction Methods & Tech. Project Management Appl- ication Softwares New Technologies and Materials, Special Construction Methods & Tech.	Prof. R. Sathish Kumar B.Tech(Civil), M.Tech (Building Technology & Construction Mgmt from IIT madras)	Special Concretes, Construction methods and technology, Construction equipment management, Energy efficiency in buildings, Modern Construction materials.
Dr. Rajiv Gupta MMS, Ph.D. (Mgt.)	Joint Ventures & Privatization in Construction Marketing Management Manegement of Safety and Health, Construction Materials Mgt., Infra. Operations & Mgt.		

NICMAR INSTITUTIONS AND CONTACT PERSONS

Director General - Prof. (Dr.) M.G. Korgaonker

PUNE

Post Graduate Programmes (PGPs)

- Prof. (Dr. Anil Agarwal
Dean
- Post Graduate Programme in
Advanced Construction Management (PGP ACM) - Prof. Anand D. Gosavi
Head
- Post Graduate Programme in
Project Engineering and Management - Prof. Vivek Datey
Dy. Dean
- Post Graduate Programme in
Project Engineering and Management - Prof. Pramod Deshpande
Head
- Post Graduate Programme in
Real Estate and Urban Infrastructure Management - Prof. Mona N. Shah
Dy. Dean

NICMAR School of Distance Education (SODE) - Prof. (Dr.) J.C. Edison
Dean

NICMAR School of Executive Education (SOEE) - Prof. Tapash Ganguli
Dean

STUDENT ACTIVITIES - Dr. Medha Joshi
Head

RESEARCH - Prof. (Dr.) A. K. Garg
Head

NICMAR Journal of Construction - Prof. (Dr.) A. K. Garg
Editor

IT & SYSTEMS - Prof. Vijaya Desai
Head

GOA

NICMAR-Mushtifund Sauntha - Prof. (Dr.) Indrasen Singh
Dean

HYDERABAD

Construction Industry Staff College - Prof. K.R. Ramanna
Dean

DUBAI

NICMAR Study Centre - Prof. C.P. Gupta
Director

BAHRAIN

NICMAR Study Centre - Prof. G. Chandra Mohan
Director

**NATIONAL INSTITUTE OF CONSTRUCTION
MANAGEMENT AND RESEARCH**

SCHOOL OF DISTANCE EDUCATION

APPLICATION FORM

Instructions to Candidates

1. Fill the forms in your own handwriting.
2. No column should be left blank in any Form.
3. All candidates are required to fill the following :
 - i. Form I - Biodata Sheet
 - ii. Sponsored candidates should have Form II (Sponsorship Form) duly filled in by sponsoring authority and submit alongwith the application.
4. On the Acknowledgement Card, write your address on the reverse and affix a Rs.5/- postal stamp.
5. Enclose a self addressed envelope (25 cm x 12 cm) bearing Rs. 5/- postal stamp.
6. All forms duly filled in alongwith the enclosures (i.e. attested copies of certificates & marksheets of SSC, HSC & Degree/Diploma and one passport size & one stamp size photograph), and a DD of Rs. 1000 in favour of '**NICMAR-SODE**' payable at Pune should be sent by Registered Post to:

The Dean

NICMAR School of Distance Education
NATIONAL INSTITUTE OF CONSTRUCTION
MANAGEMENT AND RESEARCH
25/1, Balewadi, N.I.A. Post Office
Pune - 411 045
Maharashtra, India.
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FORM I

NATIONAL INSTITUTE OF CONSTRUCTION
MANAGEMENT AND RESEARCH

NICMAR

SCHOOL OF DISTANCE EDUCATION

Affix Passport
Size
Photograph

Application for Admission to

(Please specify the course you have selected)

A. BIO-DATA SHEET

1.	Name Surname Given Name Middle Name											
2.	Date of Birth	<input type="text"/> Day	<input type="text"/> Month	<input type="text"/> Year									
3.	Sex	<input type="checkbox"/> Male		<input type="checkbox"/> Female									
4.	Present Address (for correspondence) Tel.: E-mail:											
5.	Permanent Address Tel.: E-mail:											
6.	Marital Status	<input type="checkbox"/> Married		<input type="checkbox"/> Unmarried									
7.	Father's Name											
8.	What is your father's/ guardian's profession?											
9.	What is your present occupational status?	<input type="checkbox"/> Student		<input type="checkbox"/> Employee									
10.	Who will finance your studies ?	<input type="checkbox"/> Self		<input type="checkbox"/> Govt.									
11.	Are you employed ?	<input type="checkbox"/> Yes		<input type="checkbox"/> No									
12.	If still a student, when do you expect your result to be declared?											
13.	How is your proficiency of English Language?	<table border="1"> <tr> <td>Spoken:</td> <td>Excellent</td> <td>Good</td> <td>Could be better</td> </tr> <tr> <td>Written:</td> <td>Excellent</td> <td>Good</td> <td>Could be better</td> </tr> </table>				Spoken:	Excellent	Good	Could be better	Written:	Excellent	Good	Could be better
Spoken:	Excellent	Good	Could be better										
Written:	Excellent	Good	Could be better										

14. ACADEMIC QUALIFICATIONS									
Sr. No.	Examination	Institute/ College	Month & year of passing	Class/ Division	% of Marks obtained*	University/ Board	Encl.		
i.	S.S.C./S.S.L.C. CBSE								
ii.	Higher Secondary/ Pre-University (10 + 2 std.)								
iii.	Any other Technical Diploma								
iv.	Bachelor's Degree in.....	1 st Year							
		2 nd Year							
		3 rd Year							
		Last Exams							
v.	Post Graduate Degree/Diploma in.....								
vi.	Scores obtained in GATE/MAT/CAT/GMAT /XAT/ATMA								
* Class / % of marks as awarded by the concerned University									
15.	Medium of Instructions at :		School College						
16.	What Languages (other than English)		Speak : Read only : Write only :						
17. WORK EXPERIENCE Please start from the present employer.									
Sr. No.	Name & Address	Date of		Designation	Last Gross Monthly pay	Nature of work			
		Joining	Leaving						
i.									
ii.									
iii.									
18. Computer Proficiency									
i.	Operating System	Windows / XP							
ii.	Project Mgmt.	Primavera	High	Low	Nil	MS Project	High	Low	Nil
		MS Office	High	Low	Nil	Excel/Tally	High	Low	Nil
iii.	Office Mgmt.	MS Office	High	Low	Nil	Excel/Tally	High	Low	Nil
iv.	Others	Internet	High	Low	Nil				

Write below your reasons of applying for this Programme, and about your career plans, ambitions, motivation, competencies, training needs, friends and non-friends etc. in 150 words.

I certify that the particulars given above are correct to the best of my knowledge and belief and my admission is liable to be cancelled in case of any discrepancy found later on.

I agree to abide by the rules and regulations as well as discipline of the Institute.

Place: Signature of Applicant:

Date: Name of Applicant:

No. of Enclosures: