



Information Brochure & Application Form

For Admission to MBA (2014-15)

**Punjab Institute of Management (PIM)
Punjab Technical University,
Kapurthala**



About Punjab Technical University

Punjab Technical University (PTU) was established in the year 1997 under the Punjab Technical University Act, 1996 (Punjab Act No. 1 of 1997) to provide for the establishment and incorporation of a University for the advancement of technical education and development thereof in the State of Punjab and for matters connected therewith. In pursuance of this Act, the University started its journey with 09 engineering colleges and few management colleges affiliated to it. Since then, the University has come a long way and during this Academic Session 2014-15, the University has 494 affiliated colleges (105 Engineering Colleges, 140 Management Colleges, 8 Architecture Colleges, 34 Pharmacy Colleges and Others (non-AICTE 135 Colleges and AICTE 72 Colleges). More than 2100+ Learning Centres of PTU are providing professional education through Distance Learning mode throughout the country.

At present, after 15 year of its existence, PTU is providing education to approximately 5 lac students in the fields of Engineering, Management, Architecture and Pharmacy. This number includes 50 percent students from states other than Punjab.

We, at Punjab Technical University, are propelled by the vision and wisdom of our leaders and are continuously striving to discharge our duties for the overall improvement of quality of education and to make sure that the courses we offer remain relevant to our society and useful to our students in the globalized work environment.



About Punjab Institute of Management (PIM)

Punjab Institute of Management (PIM), Kapurthala is Punjab Technical University's Main University Campus situated on the Kapurthala-Jalandhar Highway near the world famous Pushpa Gujral Science City. The Punjab Institute of Management has been established in the year 2011 by Board of Governance of Punjab Technical University on its main campus as a full-fledged independent institution. One of the leading university campuses of the state, PIM is fast become the market leaders in imparting quality education to students in various courses of management. This teaching and research campus is on an upward trajectory of success since its inception in 2011. PIM offers residential facilities for boys and girls; sports complex; low fee structure; free bus service; Wi-Fi and much more.

Punjab Institute of Management (PIM), PTU Main Campus is a pioneer in the use of case study method and other such experiential teaching tools to management education in the state. In response to the growing challenges of the globalized world, this campus has collaborated with world renowned business institutes to offer unique courses in India. The campus has state-of-art infrastructure and classrooms, experienced core faculty with the international exposure and visiting faculty from IIMs. The institute is running a prestigious management programme namely, Masters of Business Administration (MBA) in the area of Marketing, Finance and Human Resources and PhD programme in the area



of Management. The institute is all set to begin with short-term Certificate Programs in the area of Advertising and Retail Management, Credit Risk and Treasury Management and Retail Banking.

Vision

Our vision is to create a pool of world class socially responsible leaders who can meet the challenges of dynamic business environment and help to achieve the objective of inclusive growth of the world economy.

Mission

- To prepare budding managers for world class organizations.
- To utilize the knowledge and expertise of industry in making class room learning more effective and meaningful.
- To contribute to the existing base of the academic research.
- To frequently organize FDPs, which help to improve the teaching quality in the management education.
- To organize MDPs and provide consultancy to the industry.

Teaching Pedagogy

- Case study based teaching
- Use of modern IT tools and techniques
- Interactive teaching and learning
- Experiential form of learning
- Role plays and management games
- Industry interactions and Collaborations for ensuring placements



Hon'ble Vice Chancellor's Message



Your interest in Punjab Institute of Management (PIM), PTU Main Campus, is most welcome and highly appreciated. Our courses will add value and integrate in you the desire to challenge limits and lead in life. We are committed to excellence in teaching and research. Our mission in life is, "To be the premier institute imparting quality education, research and service to our nation and across the globe". This student friendly institute emphasizes hands-on and practical training. We are setting challenging yet achievable benchmarks, thinking more global and diverse, establishing international relationships and making the University an exciting academic place to

be. We face troubles but are confronting these directly as part of our continuous improvement process. PIM is quite diverse in terms of students, academic programmes offered and faculty recruitment. We expect to have our presence felt all across the globe in future.

PIM is much more than a place to learn. It is a total community in itself. If you want to become a part of PIM, you will need to understand and accept our emphasis on academic standards and that our endeavors are in the interest of students, the institute and the Nation. We welcome your interest once again and invite you to inquire of our various programmes and join us later as one of the privilege student of PIM and the Nation.

With Best Wishes,

Dr. Rajneesh Arora
Vice Chancellor



Message from The Registrar, PTU



Punjab Institute of Management (PIM), PTU Main Campus, is rapidly marching ahead towards achieving its goal of providing world class education. This has been made possible by the continual efforts of the team of Punjab Technical University. Each member of the University has contributed towards the process of learning and accomplishment. The diversity and richness of academic programs; the industry-academia collaborations and the facilities at PIM match with the best in business. If you choose to join PIM, it will be a fine choice and we welcome your decision to be with us for an integral part of your life. Our desire is that you focus your efforts on academics and become sought-after individuals of the society.

Our endeavour is to continually strive for excellence. We hope to continue providing you with a stimulating environment for your studies and further strengthen the foundation of PIM in the years to come.

Dr. Rajneesh Kant Sachdev
Registrar



Message from The Director, PIM



Keeping in view the need of the region and the country, Punjab Institute of Management (PIM), Kapurthala has been established as the Main University Campus of Punjab Technical University. This campus is following semester-system with 100% internal evaluation and continuous assessment in line with the best institutes of the world. Grade point system has been introduced for the benefit of all students. The students would be able to see their evaluated answer sheets and analyze their performance. Faculty at PIM is 100% accountable to students for the grades awarded in exams. Research facilities in terms of sophisticated laboratories, computer lab and library have been extended to the students and faculty. Students get an opportunity to interact with people from the industry on a regular basis. Exposure from academics and experts across the globe is given to equip students with knowledge of the latest trends not just in India, but abroad as well. This prepares them well for the challenges of the job market. Joining Punjab Institute of Management will offer a unique opportunity to students to learn in the best academic environment this region can offer. I am confident that with the concerted efforts of the management, faculty, staff and students, PIM will scale new heights of excellence in the years to come. It is an opportunity for students to indulge in their academic endeavors and hone their personalities in the long run. I invite you to join PIM and be part of our fast growing Institute.

I wish you the best in your academic endeavors!

Dr. Harmeen Soch
Director, PIM



Courses Offered at PIM

Course	Description
Masters in Business Administration (MBA)	<p>MBA Program is the primary course offered at Punjab Institute of Management (PIM), PTU Main Campus. Students for an MBA program can specialize in the areas of Marketing, Finance and Human Resources. Total intake for MBA program is 60 only. This has been done with a view to impart quality education to a select number of students.</p> <p>Students qualifying CAT / MAT / XAT / CMAT or any other equivalent national level examination with minimum 50% marks in graduation (45% in case of SC/ST) are eligible to apply.</p> <p>Candidates who have not given any national level entrance exam as mentioned above but have secured 50% marks (45% in case of SC / ST) in graduation are also eligible to apply for admission to MBA by appearing in an objective type written test to be conducted by PIM on June 22, 2014. Students whose result is awaited are also eligible to appear in entrance exam.</p>
Certificate Programs	<p>The institute is set to begin with short term certificate courses in the area of Advertising and Retail Management, Credit Risk and Treasury Management and Retail Banking by December, 2014.</p>
Doctor of Philosophy (PhD)	<p>PhD program at Punjab Institute of Management is a unique offering for researchers who wish to pursue their research in the area of Marketing and Finance. Punjab Institute of Management is on the lookout for University Grants Commission's Junior Research Fellows (UGC-JRF) who want to do their PhD full-time. Handsome Stipend will be paid by UGC as per its rules. Since this is a full-time PhD program, students will have to attend university on a regular basis. This is not a part-time PhD offering.</p> <p style="text-align: center;"><i>Please visit www.pturic.ac.in for more details</i></p>



Scheme of Masters in Business Administration (MBA)

Semester I:

Course No.	C/E/I	Course Title	L	T	P	Total Credits
Core Courses						
MBA – 101	C	Principles and Practices of Management	4	--	--	4
MBA – 102	C	Business Environment	4	--	--	4
MBA – 103	C	Accounting for Management – I	4	--	--	4
MBA – 104	C	Quantitative Techniques	4	--	--	4
MBA – 105	C	Managerial Economics	4	--	--	4
MBA – 106	C	Business Communications	4	--	--	4
MBA – 107	C	Workshop on Information Technology for Managers	2	--	--	2
BTHU – 101	C	Human Values & Professional Ethics	2	--	--	2
Total Credits			28	--	--	28

Semester II:

Course No.	C/E/I	Course Title	L	T	P	Total Credits
Core Courses						
MBA– 201	C	Macro Economics	4	--	--	4
MBA– 202	C	Production and Operations Management	4	--	--	4
MBA– 203	C	Human Resource Management	4	--	--	4
MBA– 204	C	Marketing Management	4	--	--	4
MBA– 205	C	Financial Management	4	--	--	4
MBA– 206	C	Research Methodology	4	--	--	4
MBA – 207	C	Accounting for Management –II	4	--	--	4
MBA – 208	C	Comprehensive Viva-Voce	--	--	--	2
Total Credits			28	--	--	30



Semester III:

Course No.	C/E/I**	Course Title	L	T	P	Total Credits
MBA – 301	C	Organizational Behaviour	4	--	--	4
MBA – 302	C	Marketing Research	4	--	--	4
MBA – 303	C	Corporate Legal Environment	4	--	--	4
MBA -304	C	Seminar on Summer Internship Project Report	--	--	--	2
Major – I	E	Elective*	4	--	--	4
Major – II	E	Elective*	4	--	--	4
Minor – I	E	Elective*	4	--	--	4
Minor – II	E	Elective*	4	--	--	4
Total Credits			28		--	30

***Note: Students can select any of the two following groups.**

Group A - Marketing

Course No.	C/E/I	Course Title	L	T	P
MBA – 311	E	Consumer Behaviour	4	--	--
MBA – 312	E	Services Marketing	4	--	--

Group B - Finance

Course No.	C/E/I	Course Title	L	T	P
MBA – 313	E	Security Analysis & Portfolio Management	4	--	--
MBA – 314	E	Management of Financial Services	4	--	--

Group C – Human Resource Management

Course No.	C/E/I	Course Title	L	T	P
MBA – 315	E	Labour Legislations	4	--	--
MBA – 316	E	Organizational Development	4	--	--



Semester IV:

Course No.	C/E/I	Course Title	L	T	P	Total Credits
MBA- 401	C	Strategic Management	4	--	--	4
MBA- 402	C	Entrepreneurship Development & Project Management	4	--	--	4
MBA- 403	C	International Business	4	--	--	4
MBA - 404	C	Research Project Report	--	--	--	2
Major - I	C	Elective*	4	--	--	4
Major - II	C	Elective*	4	--	--	4
Major - III	C	Elective*	4	--	--	4
Total Credits			24	--	--	26

*Note: Students can select any one of the following groups with the condition that he / she has already studied the two courses from the same group in semester III.

Group A - Marketing

Course No.	C/E/I	Course Title	L	T	P
MBA - 411	E	Advertising and Sales Management	4	--	--
MBA - 412	E	Retailing and Logistics Management	4	--	--
MBA - 413	E	Brand Management	4	--	--

Group B - Finance

Course No.	C/E/I	Course Title	L	T	P
MBA - 414	E	International Finance	4	--	--
MBA - 415	E	Financial Engineering	4	--	--
MBA - 416	E	Mergers & Acquisitions	4	--	--

Group C - Human Resource Management

Course No.	C/E/I	Course Title	L	T	P
MBA - 417	E	Social Security & Labour Welfare	4	--	--
MBA - 418	E	Industrial Psychology	4	--	--
MBA - 419	E	International HRM	4	--	--

C/E/I= C means Compulsory subjects, E means Elective subjects and I mean Interdisciplinary subjects.

End Semester Examination: Final examinations cover full syllabus of the semester. Question paper are divided into three parts i.e. Section A , Section B and Section C. Section A consists of 6 short notes of 2 marks each covering two questions from each unit, Section B consists of 4 questions of 10 marks each. Section C consists of a case study. All questions are compulsory.

Continuous Evaluation: Credit Based Evaluation System (CBES) is followed at PIM. The continuous monitoring of students ensures that the performance of a student is checked at regular intervals to ensure that all students fair well at every step of the way.



First and second Minor Tests are of 12 marks each from unit I and Unit II respectively, 6 marks are assigned on the basis of class participation / assignments / case evaluation of the student. Written test based on Multiple Choice questions covering the entire syllabus is conducted out of 10 marks.

Faculty Profile

Experienced faculty having studied from some of the best institutions like IIM, Ahmedabad, Kansas University, USA and University of Connecticut, USA are teaching students of MBA and PhD on campus of PIM. Faculty members at PIM have both academic as well as industry experience. They have previously taught at institutes of great repute like IBS, Gurgaon; Guru Nanak Dev University, Amritsar; Lovely Professional University, Phagwara; ICFAI National College, Chandigarh etc. Visiting faculty from IIMs and other such institutes visit the Punjab Institute of Management (PIM), PTU Main Campus, Kapurthala regularly.

Dr. Harmeen Soch, Associate Professor and Director In-charge



Dr. Harmeen Soch, MBA and PhD (Marketing) has over 16 years of experience in teaching and research. Prior to this, she has worked at Guru Nanak Dev University, Amritsar and DAV College, Jalandhar. Her teaching interests are in the area of marketing research, research methods, advertising and retail management.

She has published in the area of customer relationship management, customer loyalty, service recovery, customer citizenship behaviour and technology adoption. Dr. Soch is widely travelled and has presented over 35 research papers at top conferences in Canada and USA like the INFORMS Marketing Science and American Marketing Association's Summer Education Conference.

An alumna of IIM, Ahmedabad she has participated in a number of advanced research and statistical courses like Structural Equation Modeling (SEM), Dynamic Modeling and Aggregate Demand Models at Kansas University, University of Connecticut and Duke University in USA. She has also won many best paper awards at conferences of repute in India. Her doctoral work bagged her the 'Best Thesis' award at the 34th ORSI Conference held at IIM, Ahmedabad in 2005.



Dr. Soch has been awarded major and minor research projects by University Grants Commission (UGC) and is currently involved in a number of joint research projects in India and USA.

Dr. Kapil Gupta, Assistant Professor



Dr. Kapil Gupta, M.Com. and PhD (Finance) has teaching and research experience spanning over 10 years. Prior to joining Punjab Technical University, he has worked with IBS Gurgaon, Guru Nanak Dev University, Amritsar and Hindu College, Amritsar. He was also selected for Foreign Deputation to Australia during April, 2010 to teach Security Analysis to the students of IBS Adelaide, Australia. His teaching and research interests include Capital Market, Derivatives Market, Commodity Market, Market Microstructure Design, Corporate Finance and Corporate Governance.

He has published in the area of price discovery in capital market, information transmission between futures and cash markets, optimal hedge ratio estimation and impact of capital market innovations on cash market liquidity, information asymmetry and volatility.

Dr. Gupta is widely travelled and has presented more than twenty five research papers in International and National Conferences. He has four best research paper awards including a Gold Medal for J. L. Batra Best Research Paper Award and the Best Ph.D. Dissertation award conferred by IBS, Gurgaon.

He has completed a research project (co-authored with Dr. Balwinder Singh) titled “*Price Discovery and Arbitrage Efficiency in the Indian Equity Futures and Cash Markets*” under the Research Initiatives of National Stock Exchange of India. He is also an Associate Editor of *International Journal of Financial Management (IJFM)*.



Dr. Mandeep Kaur, Assistant Professor



Dr. Mandeep Kaur, M. Com. and PhD (Finance) has over eight years of experience in teaching and research. She has been serving as Assistant Professor, Punjab Technical University Kapurthala for the last three years. Prior to this, she worked at Hans Raj Mahila Maha Vidyalaya, Jalandhar as Lecturer; ICFAI National College, Chandigarh as faculty member and University Business School, Panjab University, Chandigarh as research fellow. She has completed her Ph.D in the area of Finance from University Business School, Panjab University, Chandigarh. Her teaching interests are in the area of Management Accounting, Financial Management, Money and Capital Market, Managerial Economics and Business Environment.

She has secured merit position in all exams throughout her career. She has been awarded Junior Research Fellowship for Ph.D from University Grants Commission. She has also been awarded state scholarship on the basis of +2 exams and National Scholarship on the basis of Matric exams.

Her publications are in the area of banking, finance, corporate environmental responsibility and management education. She is guiding students for Doctoral Research in the area of accounting and finance and has participated in workshops and seminars related to finance at National and International level and has presented her research work.

Ms. Pooja Mehta, Assistant Professor



Ms. Pooja Mehta is an Assistant Professor at Punjab Institute of Management, Main Campus of Punjab Technical University, she has been in academics since 2005. She is an MBA with specialization in Human Resource Management. Her major research interest lies in industrial organizational psychology and consumer psychology. With a strong base in HR her teaching interest, lies in teaching courses on organizational behaviour, foundation of HRM, labour legislations, change management, organizational psychology, organizational development and cross cultural management.

She is a regular in delivering modules and lectures in organizational behaviour and foundation course of HRM.

She has been the coordinator Board of Studies (BOS) of all courses run under distance



education program of Punjab Technical University. She has given her expertise to lay out and implement the Result Framework Document program for the university.

Ms. Supriya Behl, Assistant Professor



Ms. Supriya Behl, MBA (Agri and Food Business) and FDP from IIM Ahmedabad, has over 4 years of experience in teaching and research. Prior to this, she has worked with Sunstar Organic Foods Pvt. Ltd. as a Brand Promotion Executive at New Delhi. Her teaching interest is in the area of agri-business management; research methods; supply chain and retail management.

She did her B. Tech. (food technology) from D.A.V. College, Jalandhar which is under the umbrella of Guru Nanak Dev University, Amritsar and did her MBA (Agri and food business) from Amity Institute of Organic Agriculture, Amity University, Noida.

Dr. Nitya Sharma, Deputy Controller Examination



Dr. Nitya Sharma is part-time faculty at Punjab Institute of Management, Punjab Technical University Main Campus, Kapurthala. She has completed her M. Phil and PhD from Himachal Pradesh University. She has over 15 years of experience in teaching, research and administration. Prior to joining PTU as Deputy Controller, Examination she has worked with Hindu Kanya Mahavidyalya, Kapurthala as Head of Department. She did her B. Com from Government College, Kapurthala and M. Com from Guru Nanak Dev University, Amritsar. She has presented 9 research papers in international and national conferences of repute. She has published four research papers in national referred journals.

Mr. Puneet Sachdeva, Assistant Professor



Mr. Puneet Sachdeva, is an Assistant Professor at Punjab Institute of Management, Punjab Technical University Main campus, Kapurthala. He is an MBA with specialization in Marketing and UGC-NET qualified. He has worked with various Multi National and National Companies at a senior level. After working in corporate sector for more than 11



years, he has recently joined the field of academics. His keen desire to impart the real market knowledge acquired during his corporate tenure, to would be mangers, lured him into the field of Academics. During his corporate tenure, he has honed up skills and excelled in the field of below-the-line marketing activities, turnaround management, new product development, key account management, rural market development, product launch, team handling, and retail network development.

Mr. Sachin Kumar, Assistant Professor



Mr. Sachin Kumar, currently an Assistant Professor at Punjab Institute of Management, Punjab Technical University Main campus, Kapurthala. He is an M.Com, PGDBA with specialization in Finance and UGC-NET qualified. He is a dynamic professional with nearly 17 years of rich and valuable experience in financial operations entailing stock broking, business analysis, market research, business development & client relationship management He is conversant in working with exchanges like National Stock Exchange, Bombay Stock

Exchange, Multi Commodity Exchange and National Commodity and Derivative Exchange. He has been a successful mentor for more than 50 students in their summer training projects. Earlier he was regional manager with a reputed company managing complete secondary market activities, like risk management, portfolio management and team handling.

Mr. Prince Bunger, Assistant Professor



Mr. Prince Bunger, is an assistant professor at Punjab Institute of Management, Punjab Technical University Main campus, Kapurthala. He is UGC-NET qualified and MBA with specialization in Marketing from Punjab University, Chandigarh. During his corporate tenure, he has conversed with many reputed managers. After gaining knowledge from Industrial sector, he has joined the field of academics, to equip students with skills required to become successful managers. He actively participates in the students welfare activities. He is an

effective communicator with excellent skills in building relationships and possesses strong analytical, problem solving and organisational abilities. His main motto is to impart practical knowledge with theoretical base to students.



Visiting Faculty

- Prof. Neharika Vohra
M.A., PhD (Social Psychology), University of Manitoba, Winnipeg, Canada
Indian Institute of Management, Ahemedabad.

- Prof. K. P. Aggarwal PhD, D.Litt
Industrialist & Member, Governing Board at IIM, Lucknow



PLACEMENTS

Summer Internship

The summer recruiters of the maiden (First) batch of MBA are as follows:

- DCM Textiles Limited
- Metro Cash and Carry
- JK Tyres Limited
- Reliance Capital Limited
- Fine Switch Gear Company Limited
- Zoloto Industries Limited
- Birla Sun Life Insurance Company
- HDFC Standard Life Insurance Company
- The Citizen Urban Co-operative Bank Limited
- Bihar Milk Co-operative Federation Limited
- K. L. Multimetal Rolls & Castings (P) Limited
- Kartar Valves Private Limited

Final Placements

Our students have participated in the Placement Drive of the following companies:





Campus Life at PIM



To get more information on campus life of Punjab Institute of Management (PIM), PTU Main Campus at Kapurthala you may talk to or email our students;

1. Amrinder Gill, Tel: +91-959-220-0350 and email: gillmgt@gmail.com
2. Harnek Gill, Tel: +91-896-888-6700 and email: gill.harnek@yahoo.com

To talk to faculty member of Punjab Institute of Management (PIM), PTU Main Campus at Kapurthala you may call or email:

1. Dr. Harmeen Soch, Director, PIM, Tel: +91-947-809-8051 and email: directorpim@ptu.ac.in
2. Dr. Kapil Gupta, Assistant Professor, PIM, Tel: +91-947-809-8074 and email: kapilfutures@gmail.com



Library at PTU Main Campus

Punjab Institute of Management (PIM), PTU Main Campus has well designed central library set up on modernized platform and caters to the information needs of the students, faculty and staff members of the university. It has a comprehensive collection of literature predominantly related to management and its allied subjects to meet the information needs of its users. The library resources include Books, Journals, Business Magazines, e-databases and Newspapers. University library remains open throughout the year except Sundays and Gazetted holidays declared by the Punjab Technical University, Kapurthala.

Our Collection:

A large collection of knowledge resources is being developed in line with the objectives and activities of the Institute. Resources include books, magazines/periodicals/Journals, newspapers, CD-ROMs, and in-house databases.

Books: The Library has a highly selective collection of over 10,000 management books. Besides, there are also many new technical and reference books available in the library.

CD-ROMs: Many books in our collection are accompanied by learning materials in CD/DVD format. Those accompanying materials are kept separately. To borrow those materials, please contact Users' Assistance Desk.

Magazines/Periodicals and Newspapers: The library subscribes to a large number of magazines/periodicals and newspapers. All current issues of periodicals, newspapers, and magazines are displayed in the Periodical Display Board.

Facilities Available at PIM:

- Well equipped computer laboratory.
- Leased-line internet connection and Wi-Fi connection for the use of students, faculty and research fellows.
- Well furnished and fully air conditioned classrooms.
- Multi-media teaching tool available.
- Ready technology for conducting seminars, presentations, conferences etc.
- Low fee structure.
- Boys and girls residential hostel.
- Free bus service from Beas, Kapurthala and Jalandhar



Admission Guidelines

Eligibility Criteria:

1. **Candidates who have qualified CAT / MAT / XAT / CMAT** or any other National level entrance exam for admission to MBA with 50% marks (45% in case of SC / ST) in graduation are eligible to apply for admission in MBA at Punjab Institute of Management (PIM), Punjab Technical University Main Campus, Kapurthala.

2. **Candidates who have not given any entrance exam** as mentioned above but have secured 50% marks (45% in case of SC / ST) in graduation are eligible to apply for admission to MBA at Punjab Institute of Management (PIM) Punjab Technical University Main Campus. These candidates will have to appear for an objective type written test to be conducted by PIM on June 22, 2014.

3. Candidates appearing in their final degree examination / qualifying examination whose result is not declared at the time of admission shall be admitted provisionally subject to submission of the result of the qualifying examination latest by August 30, 2014. At the time of admission, he / she will have to submit a certificate obtained from the Principal / Head of the Institution certifying that the candidate has obtained not less than 50% marks (45% marks in case of SC / ST) based on the preceding Grades / Marks.

4. Reservation of seats in the course shall be determined as per the Reservation Policy of the Government of Punjab.

(a) Application under a reserved category must be accompanied by a certificate from the competent authority (as given in Reservation Policy) stating that the candidate belongs to that particular reserved category for which he/she is claiming a seat.

(b) Under no circumstances, the proof of belonging to a particular reserved category shall be entertained or altered after the Application Form has been submitted.

(c) If no reservation is claimed, the candidate shall be treated and considered as a 'General Category Candidate'.

(d) All admissions will be provisional and liable to cancellation, if at any stage, any information furnished by the candidate is found to be fabricated or false.

Submission of Application Form:

Detailed Brochure and application form is available at www.ptucampusadmissions.org.



Dates for submission of Application Form:-

1. For those candidates who have qualified CAT / MAT / XAT / CMAT or any other exam of national repute – The candidates can apply online on www.ptucampusadmissions.org from June 8-17, 2014.

2. For those candidates who have not given any entrance exam for admission to MBA - These candidates can apply online on www.ptucampusadmissions.org from June 8-17, 2014.

Candidates must note that information once filled online cannot be edited at a later stage. Therefore, all candidates are advised to be careful while filling information through the website and review it before submitting the form.

Procedure for payment of application fee:-

Step 1 – Fill your personal details and password to generate a deposit slip. After the deposit slip is generated the User ID will automatically appear on the deposit slip.

Step 2 – Take the deposit slip to any branch of HDFC Bank and deposit the **non-refundable application fee** amounting to INR 500 (INR 250 in case of SC / ST candidates). Bank Account No. is 50100038234222 and Account Name is 'PIT Kapurthala'.

For those candidates who wish to pay the fee by using Netbanking / Debit Card / Credit Card please note the IFSC / RTGS Code is HDFC0003402 and Branch Address is HDFC Bank Ltd., Village Ibban, Kapurthala.

Step 3 – The candidate is to use the deposit ID (generated on deposit slip) and password (entered at Step 1) to login at www.ptucampusadmissions.org and fill the application form. Candidates are also required to upload the scanned copy of deposit slip at the time of filling application form.

Note: Please generate a deposit slip from the website www.ptucampusadmissions.org before depositing the fee in the bank. Application Form can be filled only if you have generated deposit slip and password before fee deposition.

Candidates are advised to print a copy of the submitted application form and fee deposit slip for record.

Please Note – Application fee is non-refundable.



Important Dates:

Candidates who have qualified CAT / MAT / XAT / CMAT or any other Equivalent National Level Entrance Exam for Admission to MBA

S. No.	Activity	Date
1	Admission Opens	June 8, 2014
2	Application and form filling	June 8-17, 2014
3	Display of Merit List based on the basis of percentile / score in CAT / MAT / XAT / CMAT etc.	June 17, 2014
4	Interview and admission date for shortlisted candidates	June 19, 2014
5	Fee deposit by selected candidates	June 19-24, 2014

Other Students who have Not Appeared in any Entrance Exam

S. No.	Activity	Date
1	Admission Opens	June 8, 2014
2	Application and form filling	June 8-17, 2014
3	Date of Written objective type entrance exam	June 22, 2014
4	Display of Merit List	June 23, 2014
5	Fee deposit by selected candidates	June 23-28, 2014

Please Note:-

1. Admission for CAT / MAT / XAT / CMAT qualified candidates will be made on the basis of the score of the candidate in the interview.

2. At the time of interview, each candidate shall bring a printed copy of the application form submitted which is to be accompanied by the following documents:

(a) All Certificates in original.

(b) Self-attested photocopy of matriculation or equivalent examination certificate bearing testimony to date of birth.

(c) Self-attested photocopy of detailed marks card of the qualifying examination.

(d) In case the result of final degree examination / qualifying examination is not yet declared, the candidate must produce a certificate from the Principal / Head of



Department / Registrar / Director of their university / institution certifying that the candidate is currently in the final year / is awaiting final result and has obtained 50% marks or equivalent (45% in case of SC / ST) based on latest available grades / marks.

- (e) Four recent passport size photographs.
- (f) Residence certificate.
- (g) Reservation certificate issued by competent authority (as applicable).
- (h) Medical fitness certificate.
- (i) Gap certificate (if applicable) for students who drop a year or so after graduation.
- (j) Candidates who have completed their final degree / qualifying examination from any university other than PTU shall be required to submit a migration certificate after admission as per University rules.

3. The selected students will have to deposit their admission fee within 6 working days after the selection list is placed on the Notice Board / Website failing which their seats will be declared vacant and will be allotted to the candidates next on the waiting list.

Refund of Fee / Security

1. In case a student surrenders his / her seat within 7 days of the seat allocation, he / she will be entitled to refund of the fee deposited for Semester I after deducting processing charges of INR 1000. Please note that the application fee is non-refundable.
2. Should a student leave after joining the course and if the seat consequently falling vacant does not get filled by another candidate, there shall be no refund of fee.



Admission Schedule 2014-15

Candidates who have Qualified CAT / MAT / XAT / CMAT or any other Equivalent National Level Entrance Exam for Admission to MBA

S. No.	Activity	Date
1	Admission Opens	June 8, 2014
2	Application and Form Filling	June 8-17, 2014
3	Display of Merit List based on the basis of percentile / score in CAT / MAT / XAT / CMAT etc.	June 17, 2014
4	Interview and admission date for shortlisted candidates	June 19, 2014
5	Fee deposit by selected candidates	June 19-24, 2014

Other Students who have not Appeared in any Entrance Exam

S. No.	Activity	Date
1	Admission Opens	June 8, 2014
2	Application and Form Filling	June 8-17, 2014
3	Date of Written Objective Type Entrance Exam	June 22, 2014
4	Display of Merit List	June 23, 2014
5	Fee deposit by selected candidates	June 23-27, 2014



**Fee Structure for Admission to MBA
Punjab Institute of Management (PIM), PTU Main Campus, Kapurthala**

S. No.	Content	First Semester INR	Second Semester INR	Third Semester INR	Fourth Semester INR
1.	Tuition Fee	30,000/-	30,000/-	30,000/-	30,000/-
2.	Development Fund	4,300/-	4,300/-	4,300/-	4,300/-
3.	Student Related Fee	2,700/-	2,700/-	2,700/-	2,700/-
4.	Securities (Refundable)*	8,000/-			
5.	Other Fee*	1,600/-			
6.	University Related Fee	1,150/-		550/-	
	Total Fee	47,750/-	37,000/-	37,550/-	37,000/-

**One time payment only*

Security (Refundable)	Includes: Library security etc.
Other Fee	Includes: Students amenities / Development, Identity card & library etc.
University related Fee (To be remitted to the University)	University Related fee includes: University Registration Fee, Eligibility / Enrolment fee, University Continuation fee, Youth welfare fee, Cultural & Allied activities charges, University Sports Facilities Development fee, University sports fee etc.

The above fee does not include hostel related fee & mess charges, sports facilities, Blazer (as applicable) etc.



Scholarships / Financial Aid:

(a) Free Akash Tablet to all students.

(b) 20% Tuition Fee reduction to students above 75% marks in graduation.

(c) 30% Tuition Fee discount to students above 85% marks in graduation.



Reservation Policy

The seat reservation for admission to MBA at Punjab Institute of Management (PIM), PTU Main Campus will be as per the reservation policy of Government of Punjab.

In addition, as per the Memo No. 13/2/05 – 1TE2/409 Dated 20-02-2006 on Reservation of seats for various categories of candidates for admission to MBA, the percentage of reservation for each of the category shall be now as under:

Sr. No.	Category	Percentage
1	Scheduled Caste / Scheduled Tribe	25%
2	Backward Class	5%
3	Border Areas / Backward Areas (2% each)	4%
4	Sportspersons	2%
5	Children / Grand Children of Freedom Fighters	1%
6	Disabled Persons: (a) Blind 1% (b) Deaf & Dumb 1% (c) Other Handicapped 1%	3%
7	Children / Widows of defense personnel killed or disabled to the extent of 50% or more in action	2%
8	Children / Widows of Para-military forces personnel, Punjab Police, PAP and Punjab Home Guards killed or disabled in action to the extent of 50% or more	2%
9	Riots affected displaced persons, children of Army deserters killed / 100% disabled children of the families of persons killed as a result of terrorist violence or by security forces acting in aid of civil authorities	2%
10	Tsunami affected persons, children / grand children of original Ex-serviceman settler of Campbell Bay Island only	1%

For details and specimen format for the certificate, please refer to the annexure given on Page No. 35-44 of the brochure.

One seat is reserved for Kashmiri Migrants. The admissions and disciplines of seat under this category will be decided by Director, Technical Education & Industrial Training, Punjab, Chandigarh. Candidates desirous of seeking admission as Kashmiri Migrants may contact the office of Director, Technical Education & Industrial Training, Plot No. 1, Sector - 36-A, Chandigarh.

The candidate claiming seat under any one reserved category will be admitted on merit inter-se in that category / categories subject to fulfilling the eligibility requirements.



All candidates must declare their claims for reserved categories at the time of filling their forms for the counseling otherwise; their subsequent claims may not be accepted. Admission will first be made against reserved categories and if any reserved seat remains unfilled, it will be treated as open for admission from general category candidates. The claim for a seat in any reserve category will not prejudice the right of a candidate for being considered in open merit.

Prohibition, Prevention and Punishment of Ragging at the PTU Main University Campus

The University Grants Commission vide its letter no F.1-16/2007 (CPP-II) dated June 17, 2009 has reiterated the ban on ragging of students in Institutions of Higher Learning. The students are therefore directed to strictly desist from any kind of ragging.

Ragging constitutes the following:

1. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
2. Indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
3. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
4. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
5. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
6. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
7. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
8. Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student ;
9. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.



Punishment for Participation in/or Abetment of Ragging:

1. Cancellation of admission.
2. Suspension from attending classes.
3. Withholding/withdrawing scholarship/fellowship and other benefits.
4. Debarring from appearing in any test/examination or other evaluation process.
5. Withholding results.
6. Debarring from representing the institution in any national or international meet, tournament, youth festival, etc.
7. Suspension/expulsion from the hostel.
8. Rustication from the institution for periods varying from 1 to 4 semesters or equivalent period.
9. Expulsion from the institution and consequent debarring from admission to any other institution.

Affidavit by students and parents

Each student and his/her parents/ guardian shall have to furnish an affidavit along with the application form to the effect that they will not participate in or abet the act of ragging and that, if found guilty, shall be liable for punishment under the penal law of India.



SELF DECLARATION BY PARENTS/GUARDIANS

I, _____ (Full Name in capital letters) father/mother/guardian of _____ having been admitted in MBA at Punjab Institute of Technology, Kapurthala PTU Main Campus hereby solemnly aver and undertake that:

- (a) My ward will not indulge in any behaviour or act that may be constituted as ragging under the Regulations.
- (b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Regulations.

I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

I also declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Date: _____
Location: _____

Signature of Father/Mother/Guardian
Name: _____
Address: _____
Telephone/Mobile No. _____



Self Declaration by Students

I, _____ (full name in capital letters) S/o / D/o _____ having been admitted to Punjab Institute of Technology, Kapurthala PTU Main Campus for MBA course solemnly declare that I shall not indulge in any behaviour or will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the UGC Regulations.

I hereby affirm that, if found guilty of ragging, I am liable for punishment according to the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

I also declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

(Signature of Student)

Date: _____
Location: _____

Name: _____
Address: _____
Telephone/Mobile No. _____



10. Exam Name

11. Roll No.

D D M M Y Y

12. Date on which appeared in above exam

13. Score / Percentile in above exam

14. Academic Record:

Examination	Board / University	Name of College / Institution	Subjects	Year of Passing	Percentage of Marks Secured	Division
10 th						
10 + 2						
Graduation						
Post Graduation						

15. Are you pursuing any degree? Yes No

16. If yes, please specify when it will be completed _____

17. Details of Fee Payment:

Name of Bank

HDFC BANK

Branch Name

Amount

INR

Transaction No.

Date

(The application fee is INR 500 (INR 250 in case of SC / ST candidates). Please note that the application fee is *non-refundable*.)

Declaration:

I solemnly declare that the above information is true to the best of my knowledge and if any of the above information is found incorrect at any stage, my candidature for the admission shall stand cancelled.

Date: _____

(Signature of Candidate)

Place: _____



FORM OF CERTIFICATE FOR SCHEDULED CASTES / SCHEDULED TRIBES

Dispatch No.....

Date

1. It is certified that Shri / Smt. / Kumari son / daughter of Shri.....of Village / TownDistrict / Division State of Punjab belongs to..... Caste which has been recognized as Scheduled Caste as per "The Constitution (Scheduled Castes) Order, 1950".
2. Shri / Smt. / Kumar..... and his / her family lives in village / townDistrict / Division of Punjab State.

Place:

Signature
Designation

Date:

Seal of Officer

***AFFIDAVIT FOR RESIDENCE BY THE PARENTS/GUARDIAN TO BE ATTESTED BY AN EXECUTIVE MAGISTRATE/ OATH COMMISSIONER/NOTARY PUBLIC**

IFather / Mother / Guardian of Miss/Mrresident of (full address to be given).....

do, hereby, solemnly state and affirm as under

1. That I am a citizen of India.
2. That neither the deponent nor the child/ward of the deponent have obtained the benefit of Residence in any other state

Dated.....

DEPONENT

Verification:

Verified that the contents of my above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed there from.

Dated.....

DEPONENT



****CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEAD MASTER OF THE GOVERNMENT/
RECOGNISED SCHOOL/COLLEGE CONCERNED**

It is certified that Miss / Mr.
D/o, S/o Sh.has been a student of this School/ College
for a period ofyears, from..... to
..... He/She left the School/ College on.....

Dated.....

Signature of Principal/ Head Master
Of the School/College (with Seal)

****CERTIFICATE TO BE ISSUED BY HEAD OF DEPARTMENT of PARENTS /
GUARDIAN IN CASE THEY ARE POSTED OUT OF PUNJAB**

Certified that Mr. / Ms. S/o/W/o Sh
..... father/mother of Miss/Mr.....
(name of the child /ward) is an employee of the
(name of the office) of Punjab Government. He/ She is working as
..... and is posted at
She/he has more than three years service at his/her credit.

Date.....

Head of Deptt. (Seal)

Place

OR

Certified that Mr. / Ms S/o/W/o Sh
..... is father/mother of Miss/Mr.....
(name of the child /ward) is an employee of the
of Punjab Government. He/ She is working as on the deputation with the
..... and is posted at She/he has more than
three years service at his/her credit.

Place.....

Head of the Department
(with seal)

Dated.....

* This affidavit is to be given by all candidates.

** Any one of these certificates, as applicable to the candidate according to the Punjab Govt.
instructions, is to be given.



****CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT OF PARENTS / GUARDIAN IN CASE THE EMPLOYEES OF GOVERNMENT OF INDIA POSTED IN CHANDIGARH OR IN PUNJAB IN CONNECTION WITH THE AFFAIRS OF THE PUNJAB GOVT. FOR A PERIOD OF 3 YEARS**

Certified that Mr./Ms S/o/W/oSh is father / mother of Miss/Mr..... is an employee of the Govt. of India and he/ she is working as He/ She has been posted at Chandigarh / Punjab in connection with the affairs of Punjab Government for the past three years.

Dated.....

Head of the Department
(With Seal)

****CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF THE EMPLOYEES OF STATE GOVERNMENT INSTITUTIONS/ UNDERTAKINGS WHO ARE POSTED IN CHANDIGARH OR IN PUNJAB IN CONNECTION WITH AFFAIRS OF THE PUNJAB GOVERNMENT FOR A PERIOD OF 3 YEARS.**

Certified that Mr. / Mrs. S/o/W/o Sh..... is father/mother of Miss/Mr..... is an employee of(institution/Undertaking) of the Govt. of Punjab and is working asShe/he has been posted at Chandigarh / Punjab in connection with the affairs of Punjab Government for period of past three years.

Dated.....

Head of the Department
(With Seal)

****CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF THE EMPLOYEES HAVING AT LEAST 3 YEARS OF SERVICE IN AUTONOMOUS BODIES /COMPANIES IN WHICH PUNJAB GOVERNMENT HAS 20% OR MORE SHARES.**

Certified that Mr. / Mrs. S/o/W/o Sh..... is father/mother of Miss/Mr..... is an employee of..... in which the Punjab Government has 20% or more share.

He/she is working as.....and is posted at.....It is also certified that he/she has three years service in the above said autonomous body/company.

Dated.....

Head of the Department
(With Seal)



****RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC (R), ADC (D), SDM, ASSTT. COMMISSIONER GENERAL, D.O.R.G, D.R.O., E.M., TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA IN CASE OF CHILDREN/WARDS OF THE PERSONS WHO HAVE SETTLED IN PUNJAB OR HAD RESIDED IN PUNJAB FOR A PERIOD OF AT LEAST 5 YEARS AT ANY TIME PRIOR TO THE DATE OF THE SUBMISSION OF THE APPLICATION EITHER IN PURSUIT OF A PROFESSION OR HOLDING OF A JOB**

Certified that Mr. /Mrs. (name of person).....S/o/W/o Sh.....
father/mother/guardian of Mr. /Miss..... (name of the Child/Ward with
full address) has settled* in Punjab or has resided* in Punjab for a period of 5 years
from.....to.....He / she is working
as.....

*Strike out whichever is not applicable

Signature of DC, ADC (R), ADC (D), SDM, Asstt.
Commissioner General, DORG, DRO, EM,
Tehsildar, Commissioners of Municipal
Corporations of Asr., Jal. and Ldh.

****RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC (R), ADC (D), SDM, ASSTT. COMMISSIONER GENERAL, DORG, DRO, EM, TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA IN CASE OF CHILDREN/WARDS OF PERSONS WHO HAVE HELD IMMOVABLE PROPERTY IN PUNJAB FOR A PERIOD OF FIVE YEARS. THE PROPERTY SHOULD BE IN THE NAME OF THE PARENTS/GUARDIANS OR THE CANDIDATE HIMSELF**

Certified that Mr. /Mrs. (name of person).....S/o/W/o Sh.....
father/mother/guardian of Mr. /Miss..... (name of the Child/Ward with full
address) hold immovable property at (place & district)..... in the State of
Punjab for the past years.

Dated

Signature of DC, ADC (R), ADC (D), SDM, Asstt.
Commissioner General, DORG, Tehsildar, based
on copies of Jamabandi, Revenue Record,
Municipal Record, Registered deed or any other
document to the full satisfaction of the DC.



****RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC (R), ADC (D) SDM, ASSTT. COMMISSIONER GENERAL, DORG, DRO, EM, TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS AMRITSAR, JALANDHAR AND LUDHIANA IN THE CASE OF PERSONS WHO WERE BORN IN PUNJAB AND PRODUCED A CERTIFICATE TO THAT EFFECT**

Certified that Miss/Mr.S/o / D/o Sh..... resident of.....was born in Punjab as per Birth Certificate.

Dated

Signature of DC, ADC (R), ADC (D), SDM, Asstt.
Commissioner General, DORG, DRO, EM,
Tehsildar. Commissioners of Municipal Corporation.
Asr. Jal. & Ldh.

FORM OF CERTIFICATE OF BACKWARD CLASS

1. This is to certify that Shri / Smt / Kumari Son/ daughter of village/Town in district/division of the state of Punjab belongs to the Caste which is recognized as a Backward class in terms of Punjab Govt. letter No. Dated.....
2. This is also certified that he/she does not belong to any category of persons/sections mentioned in column 3 of the schedule to Punjab Government. Department of Welfare letter No. 01/41/ 93-RCI/459 dated 17/01/1994 and No. 8/144/93-BS2/7017 dated 27.9.95
3. Shri / Shrimati / Kumari and or/ his / her family ordinarily reside (s) in Village/town Of District/ Division of the State of Punjab.

Place :

Signature.....

Date :

Designation.....

State :

(with office seal of the officer concerned)



BACKWARD AREA CERTIFICATE

Dispatch No.....

Dated.....

Certified that son / daughter of Shri an applicant for admission to Degree level Courses in is a permanent resident of Village..... which has been recognized as Backward Area in accordance with the Instructions issued by the Punjab Govt. from time to time.

Dated.....

DC/GA to DC/SDM/SDO (Civil)

Official Seal

CERTIFICATE TO BE FURNISHED BY CHILDREN/GRAND CHILDREN OF POLITICAL SUFFERERS/FREEDOM FIGHTERS

Dispatch No.....

Dated.....

Certified that Mr. /Ms..... an applicant for admission to Degree level Courses in is a son/daughter/son's son/son's daughter or daughter's son/daughter's daughter of (delete whichever is not applicable) Shri..... Who is Tamra Patra holder/and drawing pension from..... treasury.

OR

Mr./Ms..... an applicant for admission to Degree level course in is Son/ Daughter of Sh. Who had undergone three months' imprisonment in connection with Emergency/Punjabi Suba or Dharam Yudh Morcha for the demands of the State of Punjab.

Signature of District Magistrate of the district concerned

Dated.....

Official Seal



CERTIFICATE FOR BORDER AREA

Dispatch No.....

Dated.....

Certified that Mr. /Miss Son / daughter of resident of Districtan applicant for admission to Degree level Course in, is residing in Border Area and belongs to Area which has been recognized as border Area in accordance with the instructions contained in Punjab Govt. letter No. 723-RR-70/7371 dated 31-03-1970 as amended from time to time.

Dated.....

Signature DC/GA to DC/SDM/SDO (civil)
Official Seal

Dispatch No.....

Dated.....

CERTIFICATE OF DEATH / INCAPACITATION OF MILITARY PARA-MILITARY PERSONNEL

Certified that Mr. /Ms..... an applicant for admission to Degree Level Course in, is the son/daughter/spouse of Mr./Ms.....who was killed / incapacitated to the extent of 50% or more in action or died otherwise in service on /or incapacitated to the extent of 50% or more while in service during peace time.

Dated:.....

Signature of Authorized Officer Headquarter
Official Seal

Dispatch No.....

Dated.....



**CERTIFICATE TO BE FURNISHED BY WARDS OF MILITARY /
PARA-MILITARY PERSONEL (EX-SERVICEMEN)**

This is Certified that No _____ Rank _____
Name _____ is a resident of Village / Town _____
and has served in the Indian Armed Forces from _____ to _____
and has been released / retired vide order No. _____ dated _____
or discharge certificate, issued by _____ is an ex – serviceman.

Mr. / Miss / Smt. _____ wife / son / daughter of
_____ is residing with him and is wholly dependent upon him.

This certificate has been issued for admission purpose only to Mr. / Miss / Smt. _____
to apply for (name of the class course) _____ in (name of the educational
Institution) _____

(Strike out which is not applicable)

No. : _____

Deputy Director Sainik Welfare

Place : _____

Dated : _____



CERTIFICATE TO BE FURNISHED BY WARDS OF MILITARY /

PARA – MILITARY PERSONNEL (IN – SERVICE)

Certified that Sh. / Smt. _____ an applicant for admission to Degree level course in _____ is a son's / daughter or daughter's son / daughter / spouse of Sh. _____ Rank _____ Employed in Unit _____.

Dated : _____

Signature of Commanding Officer of the Unit
Official Seal

Dispatch No.....

Dated.....

CERTIFICATE OF ARMY DESERTERS AFTERMATH OPERATION BLUE STAR

Certified that Mr./ Ms an applicant for admission to Degree Level course in, is the son/daughter/spouse of Mr./Ms.....Rank..... who deserted Army Aftermath Operation Blue Star.

Place :

Dated :

Deputy Director Sainik Welfare

Dispatch No.....

Dated.....

CERTIFICATE OF GALLANTRY AWARD TO POLICE PERSONAL

Certified that Mr./ Ms _____ an application for admission in Degree level course in _____ is the son/daughter/spouse of Shri _____ who was awarded President' s Police Medal/ Police Medal for gallantry.

Dated : _____

Official Seal
Signature of Inspector General of Police



Dispatch No.....

Dated.....

FORMAT OF DEATH CERTIFICATE TO BE ISSUED BY THE CONCERNED SUB DIVISIONAL OFFICER (CIVIL) IN RESPECT OF INNOCENT CIVILIANS KILLED/100% PHYSICALLY INJURED BY TERRORISTS/SECURITY FORCES ACTING IN AID OF CIVIL POWER

It is certified that Mr./Ms son / daughter / wife of Shri / Smt Resident of (Name of the Village, Tehsil in case the deceased belongs to Rural area/ house number, name of Mohalla and area of town in which he/she belongs) was killed/100% physically disabled by the terrorists/security forces acting in aid of civil power on in Village / Mohalla Tehsil / TownDistrict. He was neither terrorist nor having any links with such elements.

APPLICABLE TO GOVT. EMPLOYEES ONLY

1. He / She was working as in the Department of at.....
2. This certificate is issued on the basis of the report of..... (Name of Police authority).
3. The certificate is issued on the request of Shri (Name and relationship of applicant with deceased)

Signature of the SDO (C) concerned with Seal

CERTIFICATE OF DEATH / INCAPACITATION OF MILITARY /

PARA-MILITARY PERSONNEL

Certified that Mr./ Miss/Mrs. an applicant for admission to Degree Level course inis the son / daughter / spouse of Mr. who was killed / hundred percent incapacitated in terrorist action on

Dated :

Signature of Authorized Officer

Headquarter

Official Seal



CERTIFICATE REGARDING PASSING OF GRADUATION EXAMINATIONS

It is certified that Mr./ MsS/o D/o Sh. and Smt. has passed his/her graduation in the subject ofas a regular candidate from our recognized college/Institution located in the State of Punjab.

Place :

Signature of Principal /
Head of the Institution with seal

Dated :

OR

It is certified that Mr./ MsS/o D/o Sh. and Smt. has appeared in his / her final degree examination and is awaiting final result. He / she has obtained 50% marks (45% in case of SC / ST) based on the preceding Grades / Marks.

Place :

Signature of Principal /
Head of the Institution with seal

Dated :



MEDICAL FITNESS CERTIFICATE

I certify that I have carefully examined Sh./Km.....
son/daughter of Shri

His/her age is about

His Chest Measurement is

Unexpanded.....cm

Expanded.....cm

His/her eyesight is up to the prescribed standards.

Details of glasses, (if worn).....

He/she has no disease or mental or bodily infirmity unfitting or likely to unfit him/her in the future for active outdoor service.

Marks of identification

Thumb impression

Dated.....

Paste Passport
size photograph
first with gum and
then get attested
by M.O.
conducting
medical test.

(Signature of Gazetted Medical Officer)

Official Seal

Signature of the candidate



**SELF DECLARATION REGARDING DISCONTINUITY IN STUDIES (GAP CERTIFICATE)
ON MINIMUM OF Rs. 15/- STAMP PAPER) attested by a Notary Public or Executive Magistrate**

UNDERTAKING

I, _____ S/D/o Sh. _____ R/o

_____ do hereby solemnly affirm and declare as under:

1. That I discontinued my study from _____ to _____
2. That during the above period I was not involved in any offence or in any illegal activity and
3. That no criminal case is pending against me in any court.

Deponent

Verification

Verified that the above said contents are correct and true to the best of my knowledge and belief and nothing has been concealed therein.

Deponent