

FAQs EMBA 2014

1. When I can register for EMBA-2014?

Online registration for EMBA-2014 is starting from 30th September 2013 (refer the important dates on the NMIMS website www.nmims.edu).

2. What is the last date of online registration?

Last date for online registration is 22nd December 2013 (refer the important dates on the NMIMS website www.nmims.edu).

3. How can I apply for Executive MBA (EMBA)?

Visit NMIMS website www.nmims.edu register through online application form by filling in personal, educational and work experience related details make payment by Credit Card (Visa/ Master) or Demand Draft.

4. Can I edit the online registration form?

Candidates can edit only Education/ Work experience section after submission and till 20th December 2013 only.

5. Can I submit more than one application?

Candidates can submit only one application. Duplicate registrations are liable to get rejected and registration fee will be forfeited.

6. What are the eligibility criteria to apply for the EMBA-2014?

- Graduation (full time 10+2+3/4) from a recognized University in any discipline
- Minimum 5 years work experience in executive or supervisory capacity **only** up to 31st March 2014 (work experience should be full time experience and should NOT include internships, projects, training period etc.)

- Candidates who have cleared their graduation by doing distance learning, correspondence courses, externally, open school are **NOT ELIGIBLE** to apply.
- It is the sole responsibility of the candidate to check whether he/ she is eligible for the respective program as per the eligibility criteria stated above.

7. What is the duration of EMBA programme?

24 months or 15 months in fast track

8. What Degree would be offered?

After successful completion of the programme you will be offered degree of "Executive Masters of Business Administration".

9. What is the Intake capacity?

120 students

10. What is the online registration fee for EMBA?

A non-refundable fee of Rs.1500/- as registration fees is payable by every candidate on registration for EMBA.

11. What are the modes of payment for online registration fees?

Candidate can make payment through Demand Draft or Credit Card (Visa/ Master)

12. In whose name should the Demand Draft or Credit Card (Visa/ Master) payment be made?

The candidate should make the payment in favour of "SVKM'S NMIMS" payable at Mumbai.

13. Where the Demand Draft should be courier?

Demand Draft should be courier to the below mentioned address:-

To:

Deputy Registrar (Admission)

SVKM's Narsee Monjee Institute of Management Studies

V. L. Mehta Road, JVPD Scheme,

Vile Parle (West),

Mumbai – 400 056.

India Phone: 022-42355621/ 4235 5622

14. What is the Selection procedure for EMBA-2014?

- Written Test conducted for E- MBA by NMIMS.

OR

Candidates with GMAT score of 600 & above (GMAT score of last 3 years upto 22nd December, 2013 will be considered)

OR

Candidates with score of 200 & above in NMAT 2013 (upto 22nd December, 2013)

AND

- Personal Interview

15. What are the documents to be submitted?

You need to submit documents after online registration as per below mentioned list:

- Degree marksheet all years and Degree Certificate (Convocation Certificate)
- Work Experience Certificate (showing experience of 5 years or more),
- Appointment letter, promotion letter and relieving letter.

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

16. What will happen if I cancel my application?

Once registered you may cancel but registration fee will be forfeited.

17. Under what circumstances my application may get rejected?

- (i) If false/ fake information/ documents are provided by the candidate.
- (ii) An eligibility criterion is not fulfilled.

18. What is the Process for Personal Interview?

Personal Interview is based on the information and documents provided by the candidate. An expert from various fields conducts interview based on your experience and qualification. You will be graded as per your number of years of experience and your contribution towards it.

19. Do I have to pay separate registration fee for Personal Interview?

No, separate registration fee for Personal Interview is not required.

20. What is Fees structure for EMBA course?

Fees for EMBA (Batch-2013) were Rs. 4,70,000/- (For Information only). The Fees EMBA (Batch-2014) will be informed during Personal Interview.

21. What are the lecture timings for EMBA course?

Classes will be held on Tuesday, Wednesday, Thursday, Saturday and Sunday. From 7.00 PM onwards in the evening.

Sunday - From 10.00 AM To 3.30 PM

22. Can fees for EMBA be paid in Installments?

Yes, fees can be paid in three installments. The payment period will be mentioned at the time of admission procedure.

23. What are the specializations being offered for this course?

- Specialization available in areas of Finance, Marketing, HR, Information Systems and Operations to refashion managers well-endowed in a particular functional area
- Dual specialization option available to those who want to specialize in two disciplines

24. Is Placement facility being provided for Executive MBA?

No, Placement facility is not provided.

25. I have received the EMBA ID & Password, what can I use it for?

You can use the EMBA ID and password to make changes in the application form related to your education qualification and work experience only, check My Mail for the e-mails sent to you or send e-mail for help/queries related to the EMBA online application form.

26. I am unable to download the e-brochure.

Your internet connection may be slow. Please try a faster connection or try after some time. Copy is also available on NMIMS website.

27. I could not register online for the EMBA, as I am not able to proceed after "I agree".

This application uses JavaScript. Please make sure that JavaScript is enabled in your browser. To enable JavaScript go to: Tools>>Internet Options>>Security>>Custom Level. Scroll down until you see section labeled 'Scripting' Under 'Active Scripting', select 'Enable' and click OK. Click refresh and restart the registration process.

28. What Identity proofs are to be carried for Written Test/ Personal Interview of EMBA?

Any one valid Id in original from the list below (as mentioned in the online application form):

- Passport issued by Government of India
- PAN Card issued by Government of India
- Adhaar card issued by Government of India
- Voters Id issued by Government of India

Candidates who are unable to produce the above valid ID (non-expired and in original) will not be allowed to appear for Written Test/ Personal Interview and shall not be offered refund of registration fees. Candidate also needs to carry call letter from Website (compulsory).

29. When and how will I come to know about the dates for Written Test / Personal Interview?

Written Test and Personal Interview will be conducted on Sunday 5th January 2014 and if required then on Sunday 19th January 2014. Kindly refer the following on NMIMS website:-

- Important dates.
- Call letter for Written Test/ Personal Interview

No separate emails or letters will be sent.

30. I have registered online and successfully completed the payment. What is the next step?

- A confirmation e-mail regarding payment details will be received by you.
- Next is to forward the documents related to your work experience and qualification to the below mentioned address:-

To:

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

Mumbai – 400 056.
India Phone: 022-42355621/ 4235 5622

31. I have made a Credit Card payment what do I do next?

Send your documents along with payment confirmation mail to the above mentioned address.

32. I registered online, but sent my Demand Draft without mentioning the EMBA ID. What do I do now?

Send email to enquiry@nmims.edu mentioning the following details:-

- ❖ Demand Draft Number,
- ❖ Bank on which it was drawn,
- ❖ Your name,
- ❖ Date of Birth,
- ❖ Phone number
- ❖ Email-id.

33. I filled up the form online and have made the Demand Draft also. I do not have access to a printer to print the payment advice form. What do I do?

On a plain white sheet mention the following details

- ❖ Your name
- ❖ Date of Birth
- ❖ Phone Number
- ❖ Email Id

Send the Demand Draft along with it to the NMIMS address.

34. How will I receive my result?

You can check your result at NMIMS website by logging in with EMBA ID. Selection will be on the basis of your performance in Test and Personal Interview.

35. I am selected for final admission what do I do next?

A selected candidate has to download Admission Offer Letter and visit NMIMS Admission department with documents and prescribe Fees.