

## INFORMATION BROCHURE

*Two years full time*

*Master of Business Administration Programme (2023-25)*



**DEPARTMENT OF MANAGEMENT STUDIES  
NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR**  
*(An Institute of National Importance under MHRD, Government of India)*



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## **VISION**

**To be a centre of excellence where the synergy of technology and management will serve the global challenges of business and industry in the 21st century's dynamic business environment.**

## **MISSION**

**To impart quality knowledge and modern skills through innovation and continuous development of the competence and transform the budding youngsters into leaders of the corporate world and create knowledge pool through frontier research.**

**11 YEARS OF EXCELLENCE IN MANAGEMENT EDUCATION**



# NIT SILCHAR AT A GLANCE





## **ADMISSION SCHEDULE WITH IMPORTANT DATES**

| <b>ACTIVITY/EVENT</b>  | <b>DATES**</b>   |
|--|--|
| <b>Application Form and Information Brochure will be available at the Institute website</b>  | <b>20<sup>th</sup> December 2022</b>                     |
| <b>Last date of filling online application form</b>  | <b>31<sup>st</sup> March 2023</b>                        |
| <b>List of shortlisted candidates for Group Discussion/ Written Ability Test* &amp; Personal Interview to be notified at the Institute website</b> | <b>On or before 5<sup>th</sup> April 2023</b>            |
| <b>Date of Group Discussion/ Written Ability Test &amp; Personal Interview</b>   | <b>17th to 20th April 2023</b>                           |
| <b>List of selected candidate's name for admission at the Institute website</b>  | <b>25<sup>th</sup> April 2023</b>                        |
| <b>Date of Online Payment of Registration Fee</b>  | <b>26<sup>th</sup> April to 4<sup>th</sup> May 2023</b>  |
| <b>Date of Course Registration</b>   | <b>17<sup>th</sup> July to 19<sup>th</sup> July 2023</b> |
| <b>The first day of instruction</b>  | <b>As per Institute Academic Calendar 2023</b>           |

**\*\*NOTE: Dates may change in case of unavoidable circumstances**



## MESSAGE FROM THE DIRECTOR'S DESK



It gives me immense pleasure to introduce you to the Department of Management Studies (DoMS), NIT Silchar. Over the last ten years, DoMS has been delivering transformative learning experience in Management Studies to its incumbents. Our MBA program pervades resilient business principles with deep insights and practices applied learning pedagogy.

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I am happy to appreciate that the Department of Management Studies provides greater extent, wisdom in its curriculum and caters permeability to young minds. Our MBA Program is well-facilitated with best infrastructure, faculty members and learning environment. During the course period of two years, you will learn the underlying forces of business in wide range of sectors, with comprehensive exposure, from faculty members with strong domain expertise in their fields. The Program is bundled with the options of corporate study trips at premier Organizations.

I see that many of our Management alumni are placed as Business leaders in reputed organizations and corporate houses across the globe. Considerable numbers of them are also successful entrepreneurs.

I welcome you to apply for the MBA Program and wish you the be

Director  
NIT Silchar



## MESSAGE FROM THE HEAD OF DEPARTMENT



I am happy to inform you that the MBA Admission for the academic year 2023-25 has commenced. I took the privilege to introduce you to the Department of Management Studies (DoMS), NIT Silchar. The Department has produced eight successful batches of MBA since its inception in the year 2012 and maintained a position for itself as a leader in Management Education, Research and Training in the region

In this academic year, the eleventh batch of students for our full-time MBA programme will be admitted. We lay foremost emphasis on enhancement of students' knowledge base and sharpening their professional skills through various curricular, co-curricular and extra-curricular activities. At DoMS, students are expected to have an enriching and life-turning experience which will enable them to reach new heights in their future endeavors. The curriculum being offered, constantly upgraded to meet the industry requirements. The faculty members of the Department are highly qualified and maintain high standards of teaching. Further, they constantly sharpen their knowledge and skills through research publications, seminars, conferences, etc., at the national and international levels. The Department runs its operation in its own premises fully equipped with digital classrooms, Data Analytics Lab, Research Scholar lab, Departmental Library and Seminar Hall.

I thank you for showing your interest in the MBA Program of DoMS at NIT Silchar. As a prospective student, you are welcome to explore different specializations available to you in our academic programmes.

All the Best

Head  
Department of Management Studies,  
NIT Silchar



## **GENERAL INFORMATION**

### **About the Institute**

NIT Silchar is recognized nationwide as one of the leaders of Engineering and Research Institutes. The developments over the years speak volumes about the quality of education imparted in the Institute. This is also well reflected in the faith the companies have reposed on the students as they keep on visiting the Institute for recruitment.

Starting its journey from 1967 as Regional Engineering College, in the year 2007, it was transformed into National Institute of Technology *An Institute of National Importance* under MHRD, Govt. of India. The sprawling lush and opulent campus covering an area of almost 700 acres, accommodating more than 3500 students (B.Tech, M.Tech, M.Sc, MBA and PhD Scholars), state of the art support system accompanied by an excellent infrastructure add up to its reputation.

### **About the Department of Management Studies (DoMS)**

The Department of Management Studies in its journey, has established its name and reputation in the entire region. The Department runs in a separate building with smart-classrooms, full-fledged library, computer labs, seminar halls, and above all a team of dedicated Faculty. The performance of the students is monitored regularly. The students have regular interaction with personalities from various Industries/ Academia and also undergo frequent industrial visits. The Institute also supports in the placement activities through the Training and Placement Cell.



## PROGRAMME OVERVIEW

The MBA programme of Department of Management Studies (DoMS) at NIT Silchar is designed with a well-balanced theory-practical orientation. First two semesters are intended to impart knowledge and learning about the core areas of management and the subsequent two semesters are meant for imparting in-depth domain-specific knowledge of the relevant specialization. The MBA Curriculum is blended with various other pedagogical tools like Case Studies, Presentations, Group Discussions, Seminars & Workshops, live projects, Industrial visits etc. Additionally, in order to enable the student to acumen the real-life management scenario, the course also requires a student to undergo a compulsory industrial training of minimum forty-five days. This program is regulated by MBA Regulation 2019 which is available at the Institute Website.

### Stages of Progression

| Semester                                      | Milestones  |
|---|---|
| First (July-December)<br>Second (January-May) | Core subjects of Management with a sharp focus on communication skill and personality development |
| May-June<br>(at least 6-8 week duration)      | Mandatory Summer Internship Training (SIP) at reputed Public/ Private Industries.                 |
| Third (July-December)<br>Fourth (January-May) | Deep understanding of <u>area-specific</u> specialized courses and practical projects             |



## Course Structure

The MBA programme at the DoMS is presently offering specializations in Marketing, Finance & Human Resource. The MBA curriculum is strictly aligned with the changing dynamics of the Business World so as to make the course more Industry relevant.

## FEE STRUCTURE\*

| Semester        | Total Fee Structure INR<br>(Without Hostel) | Total Fee Structure INR<br>(With Hostel excluding Mess Fee) |
|-----------------|---|---|
| First Semester  | 87,370                                      | 1,01,500  |
| Second Semester | 45,370                                      | 48,500  |
| Third Semester  | 45,370                                      | 48,500  |
| Fourth Semester | 45,370                                      | 48,500  |

\* Subject to revision as per the Institutional norms

\* The tentative mess advance (adjustable with mess bills) for hostellers is 14,500 INR.

The aforesaid fees are subject to revision by the Institute from time to time. Although, the fees are usually not changed in the mid of the semester, however if any such changes are implemented, students shall be required to abide by the new fee structure.

All the fees are to be paid before the beginning of new semester and fees once paid cannot be refunded under any circumstances. If a student is removed or he/she withdraws/leaves the Institute in the mid-session without completing the entire programme, all fees paid including the caution deposit will be forfeited and no refund is made.



## ADMISSION RELATED INFORMATION

**Total Number of Seats Available: 75 (Seventy-Five)**

**Seat Matrix for the Academic Year 2023-24**

| OC | OBC | SC | ST | EWS | SC-PWD | OC-PWD | Total | Remarks   |
|----|-----|----|----|-----|--------|--------|-------|---|
| 28 | 20  | 11 | 06 | 08  | 01     | 01     | 75    | PWD will be merged to parent category in the absence of eligible application. |

**OC- Open Category**

**OBC-Other Backward Community (Non-Creamy Layer only)**

**SC-Scheduled Caste**

**ST-Scheduled Tribe**

**EWS- Economically Weaker Section**

**ST-PWD- Persons with Disabilities from ST Category**

**EWS-PWD- Persons with Disabilities from EWS Category**

### Eligibility for Admission

- A. The candidate must hold a Bachelor degree (Regular) with at least **60% marks or 6.5 CPI/CGPA** on a 10 Point Scale in aggregate or equivalent. A relaxation of 5% marks or 0.5 in CPI/ CGPA may be extended to the candidates belonging to Scheduled Caste (SC) / Scheduled Tribe (ST) /Persons with Disabilities (PWD) category.
- B. A candidate must have appeared **CAT (in the year 2021 and/or 2022) or MAT/CMAT** (the tests taken between September 2022 to March 2023) with a minimum **50 percentile score** is eligible to apply with a valid score card.



C. The students who are appearing in their final semester examination may also apply. However, they will have to submit an undertaking as per **Annexure-V**. Such candidates, if selected, will be admitted provisionally, on the condition that they will complete the requirements of qualifying degree with minimum marks or CPI/CGPA stipulated above (Point A).

D. Before the commencement of the programme, the selected candidates have to produce a provisional certificate of completion of the qualifying degree within **15<sup>th</sup> September 2023**, failing which their admission will stand cancelled.

E. The Department may specify additional requirements over and above these minimum requirements as stated above.

### **Screening Process**

Those applicants who fulfil the minimum eligibility criteria shall be called for Group Discussion (GD)/Written Ability Test (WAT)\* and Personal Interview.

### **Selection Process**

Step I. Performance of the Student in the Entrance Examination (CAT/MAT/CMAT)

Step II: Performance in Personal Interview/GD/WAT.

### **Weightage allotted for different stages of the selection process**

| <b>Sl. No.</b> | <b>Particular</b>                                      | <b>Weightage</b> |
|----------------|--|------------------|
| <b>1</b>       | <b>Performance (Percentile) in CAT/CMAT/MAT</b>        | <b>70</b>        |
| <b>2</b>       | <b>GD/WAT and/or Performance in Personal Interview</b> | <b>30</b>        |
| <b>Total</b>   |  | <b>100*</b>      |

\*If situation not permits selection committee may change the modality of selection process



## HOW TO APPLY

Interested candidates satisfying the eligibility criteria are required to fill online application and in the prescribed format only. The prescribed format of application can be downloaded from the Institute's website ([www.nits.ac.in](http://www.nits.ac.in))

Applicants are advised to go through the Information Brochure thoroughly and fill application and attach all the required documents, Bank Transaction slip, certificates etc. as indicated therein. Incomplete applications, application not duly filled in or applications not accompanied by the prescribed testimonials/documents will be summarily rejected. The application fee for MBA Admission 2023-25 should be paid online by following the steps mentioned below:

### **\*\*\* Steps for Online Payment of MBA Admission Application Fees**

- Visit [www.onlinesbi.com](http://www.onlinesbi.com)
- State bank Collect (SB Collect)
- Accept and Proceed
- State of Institute > Assam
- Type of Institute > Educational Institute > Go
- Educational Institutions Name > Select online fee collection account NIT Silchar > Submit
- Select payment Category > Other Fee Collection > Fill all details and write **“MBA Application Fee 2023”** in Scholar No. Block
- Mention Application fee amount 1500/- for General/OBC and 1000/- for SC/ST/EWS in the **Application fees column** and submit.

**Candidates should submit online applications through the following link:**

<https://cutt.ly/r0KXdy1>



It is mandatory to send the scanned copy (pdf version) of the MBA Application Form 2023-25, duly filled into the following e-mail address within the last date. The subject line should be "Application for Admission in MBA Programme 2023-25"

**E-mail: [doms.admission@mba.nits.ac.in](mailto:doms.admission@mba.nits.ac.in)**

Last date of receiving of completed online application form by **31<sup>th</sup> March 2023**.

**Withdrawal/Fee Refund Rules:**

**Fees once paid will be refunded in full, subject to a deduction of Rs.5000/- towards processing charges, if application for withdrawal is made on or before 25<sup>th</sup> May 2023. In case, application for withdrawal is made after 25<sup>th</sup> May 2023, only caution money (Rs. 5000/-) will be refunded and all other fees will be forfeited.**

**CHECK LIST**

**Application forms duly filled and must be uploaded by the Self Attested Photocopies of the following documents:**

- Marks Sheets and certificates of all the examinations from class 10<sup>th</sup> onward leading to the qualifying degree.
- Proof of date of birth and CAT/MAT/CMAT rank card with a valid score
- OBC (NCL) certificate, issued on or after 30.06.2022 only will be accepted, if applicable. (Candidate can download prescribed format from the NIT Silchar website as per Annexure I).
- SC/ST certificate, if applicable. (Candidate can download prescribed format from the NIT Silchar website as per Annexure II).



- EWS certificate, if applicable. (Candidate can download prescribed format from the NIT Silchar website as per Annexure III).
- Certificate of PWD, if applicable. (Candidate can download prescribed format from the NIT Silchar website as per Annexure IV).
- In case, the final result is awaited, all mark sheets from 1<sup>st</sup> semester/year onward of the qualifying degree must be submitted with the application form along with dully filled in **Annexure V**. (Candidate can download prescribed format from the NIT Silchar website as per Annexure V).
- Candidates should bring/show all of their original documents for verification at the time of GD\* and PI (Interview).

## **IMPORTANT INFORMATION**

1. Applications submitted in any Pro-forma other than the one provided at the Institute web site ([www.nits.ac.in](http://www.nits.ac.in)) or those received after the due date (31<sup>st</sup> March 2023) or those, which are incomplete in any respect, will not be considered.
2. Applicant should be a citizen of India. Admission of foreign nationals, if any, shall be governed by the rules stipulated by the Government of India from time to time
3. No employee shall be admitted as a regular full-time student for any full-time Post Graduate course; unless she/he is released from her/his duties by her/his employer and unless a proper release certificate is produced to that effect at the time of admission.
4. Candidates who are provisionally selected for admission will be examined by the Institute Medical Officer and those who fail to satisfy the physical fitness standard prescribed by the Institute will not be admitted.
5. The selected candidates are to take admission after depositing requisite fees and completing necessary procedures. Any delay or non-compliance of necessary procedure would lead to cancellation of the allotted seat and subsequently, the seat shall be offered to the waiting list candidates.
6. In campus, accommodation may be provided, subject to availability at the time of course registration (17-19 July 2023).



## GENERAL GUIDELINES

1. The Institute reserves the right to cancel the admission of any candidate at any stage (even after admission) if any error or defect is detected.
2. Fees paid to the Institute and hostel is not refundable under any circumstances, if the Candidate chooses to leave the Institute after admission (As per Institute rules).
3. If it is found that any of the applicants admitted to the Institute has either furnished wrong information or tampered with the records, his/her seat is liable to be cancelled at any stage.
4. If it is detected that a candidate has been admitted due to any mistake committed inadvertently in the processing of the application, the Institute reserves the right to cancel the seat before admission is made final, without payment of any compensation for the inconvenience caused.
5. The list of short-listed candidates shall be notified at the Institute website and no separate call letters will be sent to the candidates. The short-listed candidates have to appear for \*Group Discussion/Written Ability Test and Personal Interview to be held at the Department of Management Studies\*/Online Mode.
6. The Institute reserves the right to cancel the admission of any candidate on the basis of adverse remarks in the Conduct Certificate.
8. Wherever doubts or ambiguities arise in the interpretation of Admission Rules, the decision of the Director of this Institute in the matter shall be final.
9. The Director is authorized to take an appropriate decision with regard to any other details of admission not covered by the rules listed above.

|  |   |
|--|---|
| <b><u>Contact Details</u></b><br><b>Head of the Department,</b><br><b>Department of Management Studies,</b><br><b>National Institute of Technology Silchar</b><br><b>Distt. Cachar, Assam-788010</b> | <b>Contact No. (Deptt. Office): 03842- 240337</b>   |
|  | <b>Contact No. (Institute Office): - 03842-224879</b>   |
|  | <b>Fax: - 03842-224797</b>  |
|  | <b>Email: <u><a href="mailto:doms.admission@mba.nits.ac.in">doms.admission@mba.nits.ac.in</a></u></b> |
|  | <b>Website: <a href="http://www.nits.ac.in">www.nits.ac.in</a></b>                                    |