

IMPORTANT NOTICE FOR THE PGDM 2022-2024 ADMISSION PROCESS

The admission process detailed below for the PGDM batch 2022-2024 will be conducted by being cognizant of the COVID-19 epidemic. The process is contingent upon the directives issued by the Central, State government, BMC and AICTE.

POST GRADUATE DIPLOMA IN MANAGEMENT (PGDM)

SPJIMR's Post Graduate Diploma in Management (PGDM) is a two-year, full-time residential programme deemed to be equivalent to an MBA. We are an innovative and socially responsive school of management, ranked among the top two-year programmes in India.

ADMISSION PROCESS

While applying, the applicant is required to select from one of four specialisations offered: Finance, Information Management, Marketing and Operations & Supply Chain. The applicant will need to state two preferences.

A choice at this stage helps:

- Applicants develop a clear and sharp focus early on in the programme
- Achieve segmentation at the time of admission based on differentiated need of the recruiting organizations
- Broaden the spectrum of recruiters as participant's graduate
- Foster better bonding with peers resulting in productive collaborations especially with participants opting for different areas of specialisation

Academic Background

Applicant must possess a strong and consistent academic background. Performance in 10th grade, 12th grade and every year of graduation are considered in the selection process.

10th Grade and 12th Grade

1. An aggregate of all subjects scores (marks) mentioned on the mark sheet will be considered for arriving at the final percentage. This is irrespective of whether the university/board takes it into consideration or not while calculating the final percentage.

2. If a board/university awards grades/grade points, then the same has to be converted into percentage by using the applicable conversion factor. The conversion certificate needs to be furnished during verification process if shortlisted.

Graduation

1. Applicants must hold a Bachelor's Degree with at least 50% marks or equivalent CGPA awarded by any university incorporated by an Act of the central or state legislature in India or other educational institutions established by an Act of Parliament or declared to be deemed as a university under Section 3 of the UGC Act, 1956, or possess an equivalent qualification recognized by the Ministry of HRD, Government of India.
2. The bachelor's degree or equivalent qualification obtained by the applicant must entail a minimum of three years of education after completing higher secondary schooling (10+2) or equivalent. The degree awarded by an institute/university should be recognized by the Association of Indian Universities (AIU).
3. The percentage obtained by the applicant in the bachelor's degree would be based on the practice followed by the institution/university from where the applicant has obtained the degree. If the institution/university does not award the percentage of marks, it will be calculated on the basis of the marks obtained in all the subjects listed in the marks-sheet(s) for all years. For the bachelor's degree, if the percentage of marks awarded by the applicant's institution/university does not take into account marks obtained in all the subjects as mentioned in the marks-sheet(s) for all the years, the applicants must produce a certificate from the institution/university certifying details of the practice at the institution/university at the time of verification, if shortlisted for interviews.
4. If the institute provides grades/CGPA instead of marks, a conversion of the same to equivalent percentage is mandatory. If no conversion factor is available/provided, then obtained CGPA needs to be multiplied by conversion factor of 10 to obtain the percentage. The conversion certificate needs to be furnished during the verification process if shortlisted. If no conversion factor exists, then a certificate from the institution/university certifying the practice needs to be provided during the verification process if shortlisted.
5. If the applicants have undergone/completed an integrated master's degree or dual degree directly after their 12th, the percentage of marks obtained as per their institute/university norms, which is considered as equivalent to bachelor's degree will be considered.

6. Applicants in the last year of degree and those who have completed the degree but are awaiting results can also apply. In such a case, applicants must provide a provisional certificate from the Principal/Registrar of his/her institute/university stating that he/she has appeared for all the exams and has completed all the obligations required to obtain the degree. For the applicants who are awaiting their final results of the bachelor's degree, available marks of the previous semesters/years would be considered for calculating graduation percentage. The applicant should have obtained 50% marks or equivalent in the exams that have been completed.
7. Applicants mentioned in points 6, if selected, have to provide the degree awarded by the university latest by December 31, 2022 until which the registration will be considered as provisional. The registration to the programme will stand cancelled if the applicant fails to submit the degree by December 31, 2022.
8. Bachelor's degree of an Indian applicant who has studied/studies overseas awarded by a college/institute/university, should be recognized by the Association of Indian Universities (AIU)/other appropriate authorities.

Work Experience

1. Work experience is not mandatory for this programme, graduates with no work experience and those with less than five years of work experience can apply.
2. Relevant work experience after graduation will be considered. Internship/training/ project work which were a part of the curriculum will not be considered as work experience or any periods of apprenticeship such as articleship required as part of certain professional courses, or any unpaid work undertaken in any organization or institution will also not be considered as work-experience.
3. Proof of work experience such as offer letter, salary slips and the experience letter will have to be provided.

Entrance score - Qualifying Score (Cut-offs)

| <i>Entrance Test</i> | <i>Sectional</i> | | | <i>Overall</i> |
|--|---|--|-----------------------------|----------------|
| <i>CAT 2021</i> | <i>Verbal Ability and Reading Comprehension</i> | <i>Data Interpretation and Logical Reasoning</i> | <i>Quantitative Ability</i> | |
| <i>CAT Percentile</i> | 75 | 75 | 75 | 85 |
| <i>GMAT (Jan 01, 2019 to Dec 31, 2021)</i> | <i>Verbal</i> | <i>Quantitative</i> | - | |
| <i>GMAT Percentile</i> | 75 | 75 | - | 85 |

APPLICATION PROCESS

To apply for the PGDM programme, applicants must fill the form on the online admissions portal by **November 26, 2021**.

As per AICTE circular, Kashmiri Migrants or Kashmiri Pandits/Kashmiri Hindu Families (NonMigrants) living in the Kashmir Valley can apply to the programme and send the relevant documents (like domicile certificate and/or other appropriate documents) directly to the admissions email id.

The application processing fee is Rs. 1,500. This fee can be paid through net banking or Debit/Credit Card.

SELECTION PROCESS

The applicants are shortlisted on the basis of their profiles. They are also expected to meet the qualifying scores in at least one of the entrance exams. The profiles are scored and the applicants are sorted into two groups: Profile based (1st phase) and Profile-cum-score based (2nd phase).

Shortlists – Interviews

Applicants shortlisted in the first phase are called for an early interview. The shortlist is based on their profile considering the following factors:

- Consistency of academic record
- Relevance of work experience for the specialisation chosen
- Versatility and achievements

Meeting the minimum eligibility cutoff in the entrance exam is mandatory in case of a profile based shortlist to appear for the interview.

Early interviews are convenient for applicants because it avoids overlapping with other interview calls during the admissions season. To the institute, it gives an opportunity to stagger interviews and ensure that the interview process remains robust even though numbers being interviewed are large. On account of the COVID-19 pandemic, to ensure the safety of participants, interviews for PGDM 2022 -2024 may be conducted online on platforms of the institute's choice.

Second Phase Shortlists

This phase is held after the availability of entrance test scores. Applicants in this phase are called for interviews on basis of their profile as given above, along with their performance in the entrance tests.

Due to the prevailing scenario on Covid-19, SPJIMR reserves the right to continue with selection process as stated above OR use an alternative selection procedure (if required). This may require additional information from the applicants for any other appropriate mechanism depending on the nature of the guidelines issued by the government or state authorities.

Detailed information related to the interview process/requirements will be shared with the shortlisted applicants post the shortlists are declared.

Selection List

The selection list is based on a composite score, which takes into account the applicant's profile, academic record, entrance test scores (CAT/ GMAT), relevance of work experience (if any) and performance in the two rounds of group interviews.

SPJIMR does not allow deferment of an admission offer to subsequent years.

Any misrepresentation or suppression of information by an applicant at any stage during the admissions process or at any later date, will lead to immediate disqualification of the applicant from SPJIMR.

TOTAL INTAKE

The current intake of the PGDM programme is 240. An additional 36 seats have been sanctioned for OCI/PIO, children of Indian workers in the Gulf countries and Foreign Nationals. The maximum total intake of the programme is up to 276 seats. NRI applications will be considered at par with the Indian applications.

For any further queries, kindly contact:

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