



# IIMA

Indian Institute of Management and Administration

# Viewbook

# IIMA

# Contents

About us	1
From the Director's desk	2
Vision	3
Mission	3
Objectives	4
Quality Policy	5
Course Benefits	6
Availability of Expert Assistance	6
Achievements and Citations	8
About Specializations	9
Department of Management	11
Program Details	12
List of Specializations	13
Self Study	15
Admission Procedure	17
Fee Payment	18
Admission Form	19



"You see things and you say, 'Why?' But I dream things that never were; and I say, Why not?"

George Bernard Shaw, "Back to Methuselah," (1921), Part 1, Act 1. Irish dramatist and socialist (1856 - 1950)

Distance education is the mode of education where instruction is provided to students located at remote or distant places, through well prepared study material supplemented by audio-visual aids. This mode of education is also known as correspondence study or distance learning. Since the 1990s, many universities and colleges all over the world have begun to explore the use of networked learning strategies such as computer conferencing and web-based resourcing as part of regular courses which can be taken by on or off campus based students. There has been a rapid growth in Internet based courses. Several consortia arrangements have emerged, all of them vying for a place as a world leader in promoting e-learning and supporting distributed learning environments.

The Indian Institute of Management and Administration (IIMA) is based in Bangalore, Karnataka. We are a leading distance education business school offering distance undergraduate, graduate and master's degree programs in all the vitally functional areas of modern-day corporate business – viz. accounting, finance, marketing, management information systems, management economics and more.

The Indian Institute of Management and Administration is guided by a young business entrepreneur, Mohammed Abdul Mannan (B.E., M.B.A.). He is committed to life-long learning and service as his highest ideals. The Institute seeks to produce future business leaders with recognized integrity, superior theoretical knowledge and practical skills of modern global business developed through an empirical learning environment. We have on our rolls a diverse group of undergraduate, graduate, post-graduate and executive students as alumni in a curriculum that produces graduates who are of value to business organizations and to their communities.

Over time our Distance Education courses have helped a wide variety of people to extend dynamic personalities to themselves as these courses help them to connect in several activities. For those who cannot attend regular classes, distance learning in India has come as a definite and noteworthy blessing. The institutes providing distance learning courses are continuously proliferating in this section.

# From the Director's Desk

As George Bernard Shaw once said, "You see things and say "WHY?" But I dream things that never were and say, "WHY NOT?" This is how we would like to define an achiever in the true sense of the word. It takes dedication and focus to excel in whatever a person does. For a student his/her world revolves round books and career. Aspirations that are skyrocketing can come plummeting down if they are not powered by the appropriate combination of combination of knowledge, talent, diligence and industriousness. As can be seen, the formula is complete only with the appropriate knowledge, skills and expertise. This is where we come in. Having stated that, we at the Indian Institute of Management and Administration strive to provide this right combination of intellectual fuel and to ignite the spark which would help make aspirations turn into proud and tangible achievements.

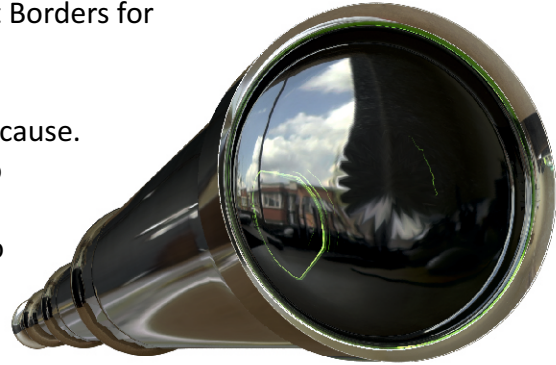
We see ourselves as a one spark ignition point to success.

When it comes to deciding ones career, there are three steps to be followed. Knowing oneself, informing oneself and planning for oneself. Introspection helps in identifying the most appropriate direction one should proceed in. Thus knowing oneself paves the path in deciding ones goals. Having decided upon what to achieve, the logical next step is how. For this a student should get as much knowledge-research as possible about the particular career choice or alternative. He/she should collate all the pertinent information about the various entry levels, competitions involved therein and the modus operandi to be followed. Thereafter the strenuous routine of planning and embarking on the journey will, almost automatically, follow. Most students tend to lose out here. This is where the correct choice of guidance makes the difference, most between the aspirant and the achiever.

- **Mohammed Abdul Mannan,**  
**Director**

# Vision

- Our Vision is Education for Empowerment and without Borders for the people.
- We see our world and we see the need to champion a cause. A spirit, a movement, an action, more than rhetoric, to support and facilitate human endeavor. A resource for future generations which is also a plan that delivers. To return for what we been given, to seek and discover joy and meaning for people. To treasure the gifts of nature. To search for destinations for people. To strive for an empowered and dignified world, an equal place for all: a fraternity of humankind driven by freedom, love, compassion, knowledge and wisdom. A world in which we wish to educate all who are in search of education in management.



# Mission

- Our mission is to consistently update and broaden our knowledge base and increase the employment value of the working professionals with the best qualifying programs in management studies. To provide an opportunity to the students to exchange their academic and corporate world on national and international levels.
- Our Institute aims to provide our students with an authentically multicultural educational experience to fulfill our corporate partners' recruitment needs locally and internationally.
- We are on the path to Transformation. We have embarked upon a mission that is not a business; it is a paradigm that holistically connects individual, institutional and national transformation processes.



# Objectives

- To develop a clear understanding of the emerging profile and role of managers in corporate business today.
- To develop the range of skills required of managers in a dynamically changing economic environment.
- To develop an understanding of the strategic role that managers play in guiding their organization.
- To inculcate and develop the ability to manage people, information and financial and physical resources to achieve business objectives in a team-based environment. Our institute has two main objectives. First, the ambit of our research facility includes maintenance and continuous knowledge updation through a close dialectical cooperation with skilled experts in the various relevant fields. Second, we transmit and disseminate the latest knowledge through action – viz. teaching, publications and company interaction.
- Our principal objective is to provide opportunities to the students who discontinue their education due to unavoidable reasons and lag behind in their career due to it.
- To provide education in the areas or parts of the country where the conventional modes of education have not permeated and where people don't have the facilities for the pursuit of management education studies.
- To provide proper knowledge of the global corporate business system, governance and management.



## What does IIMA offer?



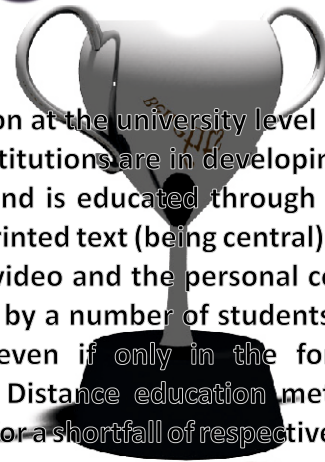
All qualifications of IIMA are recognized by Accreditation Agencies, establishments and awarding bodies. This ensures the transferability of your qualification. Holders of IIMA's Business Management educational qualifications with our workshops and the relevant work experience gain professional management qualifications without further study, assessment or cost. Hence such students gain two qualifications for the single fee.



- We provide the best Management Education to maintain a pipeline of industry ready and employable management professionals.
- We strive to meet and surpass the expectations of all stakeholders, be they students, employers or faculty and staff by using state of the art technology, modern pedagogy and methodology and transparent best practices to be the preferred choice for each of them.
- We do this by providing leadership in management education, and open and performance driven culture driven by objectivity, and by building capacity and competencies through institutionalization of systems, procedures and processes, so as to foster a learning and innovative environment.

# Course Benefits

Distance education is a powerful and growing force in education at the university level in an extensive variety of subjects. Many of the largest distance education institutions are in developing countries. In distance education the student is remote from the campus and is educated through a meticulously prepared variety of media – right from the specially prepared printed text (being central). Depending on resources the other forms of media that can be used are TV, video and the personal computer. All of these can comfortably be located at study centers and shared by a number of students. A substantial measure of support throughout the course is essential, even if only in the form of written correspondence with a tutor and student self-help groups. Distance education methods are also important on campus, where supported self study can make up for a shortfall of respective teachers.



Benefits

## Availability of Expert Assistance

Prior to contact sessions and workshops, appropriate forms of assistance, support and facilitation will be provided to the faculty member and to the students. The institution will provide adequate support services at both the sending and receiving sites for all distance education classes. Further, the institution will provide adequate security for all faculty members teaching distance education courses. Provisions will be made for clerical, technical and library support as needed. In addition, graduate assistants and/or student employees will be made available on a priority basis to support faculty members in the delivery of distance education courses.

Assistance will be provided by the college or university, to develop study guides, teaching aids, and other course materials and in clearing copyrights for use of material in the course.

For the student/learner, open and distance learning means increased access and flexibility as well as the combination of work and education. It may also mean a more learner-centered approach, enrichment, higher quality and new ways of interaction. For employers it offers high quality and usually cost-effective professional development in the work place.

Distance education, almost by definition, allows substantial and definitive upgrading of skills, increased productivity and development of a new learning culture. In addition it means sharing of costs, training time, and increased portability of training.

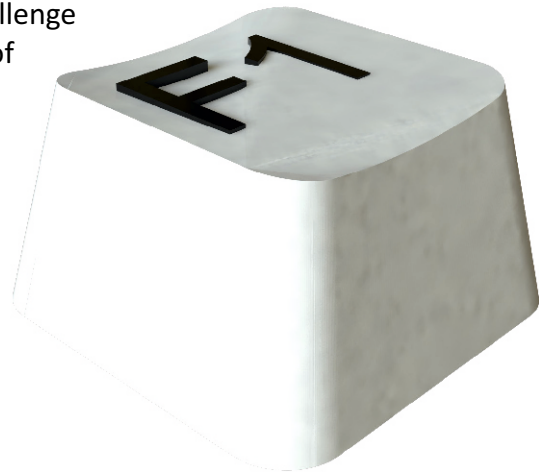
For the government, the main potential is to increase the capacity and cost effectiveness of education and training systems to reach target groups with limited access to conventional education. Another aspect is the provision of training to support and enhance the quality and relevance of existing educational structures. A third feature is that it ensures the connection of educational institutions and increases the availability of syllabi and curricula to the emerging networks to promote innovation and opportunities for lifelong learning.



Distance learning has the potential to generate new patterns of teaching and learning. It is strongly linked with the development of new learning needs, new patterns of information access and application learning. There is evidence that it can lead to innovation in mainstream education, and may even have effects beyond the realm of education itself. Distance learning therefore plays an especially decisive role in the defining and developing the perspectives of the global knowledge-based society.

As in every other walk of modern life, the answer to the challenge of relevant education for development will include the use of information and communication technologies provided the necessary organizational and policy changes can be implemented to make the technologies effective.

Flexibility is the watchword at IIMA and the courses are delivered in a multiplicity of ways. You have to study independently, using the excellent range of materials that the Institute supplies.



### **Independent learning supported by our Tutors**

It is still quite cost effective.

No Visa/Immigration issues but UK qualifications can be legitimately obtained.

Allows networking and is less disruptive to your career than full-time education.



# Achievements and Citations

- The Indian Institute of Management and Administration has been accredited as a centre of excellence in the field of management education for developing effective managers. The Institute proudly presents its masterpiece Management Programs with global specialization electives in association with international partners through distance education mode.
- IIMA is approved and accredited by the Kent Graduate Management College, UK for all its management courses, thus enabling the students to get the highly acclaimed international standards education and certification.
- The Institute is privileged to offer extensively researched and updated lessons to the students. The lessons are prepared by international experts in the field of management. The faculty of the Institute will always be there to assist and support the students.
- The leader knows what it takes to achieve one's dream and so do we.



# About Specializations

We at IIMA recognize and understand that full-time courses can be heavy on the pocket and also consume a lot of time. What is required is just an insight into the different management policies and their utilization in business through case studies. These case studies will equip a student to make the right move in this ever challenging corporate business environment. Our short-term correspondence studies ensure that a student gains all the knowledge and capability that he/she may gain through any full time course.

IIMA offers over 175 + specializations in Management courses in various streams beneficial for the enrichment of the employees and for the employing organization.

The study protocols of IIMA have been carefully planned and structured for modern academic and technological learning. The programs are designed to give students a sound grasp of the subject and up-to-date knowledge of the latest discoveries and developments in their respective specializations.

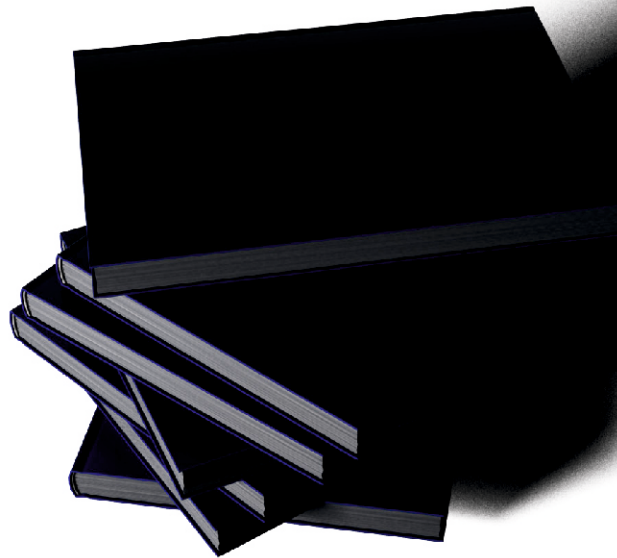
The aim is to give the graduates the opportunity to achieve a qualification which will be beneficial for them in their chosen careers. We offer the most advantageous mix of academic excellence, top provision for research with flexible study options, a supportive environment, superlative employment prospects and a spirited social life.

Our combination of academic and professional expertise gives our students a significant advantage over those with comparable academic qualifications or other business courses. We have links with several national and global organizations for placements through our B-School.

We are ready to march towards a degree to match your professional and promotional requirements!

- Distance education, or distance learning, is a field of education that focuses on the pedagogy, technology, and instructional system designs that aim to deliver education to students who are not physically “on site” in a traditional classroom or campus. It has been described as “a process to create and provide access to learning when the source of information and the learners are separated by time or distance, or both.” In other words, distance learning is the process of creating an educational experience of equal quality for the learner to best suit their needs outside the classroom. Distance education courses that require a physical on-site presence for any reason (including taking examinations) is considered a fusion or blended course of study. This emerging technology is becoming widely used in universities and institutions around the globe.
- The Indian Institute of Management and Administration is an instructional delivery that gives the liberty to the students to acquire education anywhere at ease without the campus restrictions. The distance education is a planned learning or the process of extended learning or delivering instructional resources sharing opportunities to locations away from the University.

- IIMA paves a path to early success in life through its fast track short duration correspondence courses. These courses consist of concepts and case studies that provide broad exposure to relevant business concepts and management specifics. This helps them to get started as Managers by enhancing their productivity, capability to formulate business policies, strategies and perceive their implications for the organization.



IIMA was established in 2007 by a well known Education Society A.E.S. It is ranked among the top ten International B-Schools that provide management courses through correspondence by DLC. IIMA has over 175 specializations and management courses to choose from. IIMA is working its way towards reaching towards people in the most distant corners of not only India but the world in providing correspondence courses in all the management fields with specially designed courses for working professionals - from diploma courses to the doctorate and laureate levels.

# Department of Management

The Department provides students with knowledge of modern management, relevant and contemporary skills. It offers courses in diploma, undergraduate, postgraduate and doctorate levels in traditional and emerging fields such as information and communication, business electronics, commerce, logistics and supply chain management, retail management, international project management, etc. at IIMA, bachelor and master's programs in management have been designed to develop professional managers, who may also have responsibilities in various organizations in different sectors of the economy.

IIMA also provides industry integrated BBA and MBA programs. Two years of the integrated industry is not only an MBA graduate degree in business administration, but also an extension of the traditional MBA program. In each session Industry Council integrated MBA program, a thorough preparation is by giving the modern management concepts with emphasis on the participation of the living and case studies, which are strategically important in learning the rapidly changing scenario.

The program objectives are to enable graduates to understand the socio-economic, political and technological development of modern society, to acquire the state of the art knowledge and skills in the basic disciplines and functional areas of management, develop attitudes and analytical skills to manage change, effectiveness and efficiency of the organizational system and finally develop values and positive attitudes towards the problems of society and the well-being to create a dynamic economy.



# Program Details

SL.No	Courses	Duration (in years)	Eligibility	Mode
<b>Doctorate Course</b>				
1	Doctorate in Management Studies (DMS)	2	Post Graduate / Graduate with 5 yrs of working experience	Semester
<b>Degree Courses</b>				
2	MBA*	2	Graduation + 1 Yr. PGD-BM/ MA Eco/ M.Com/ ICWA/ CA	Semester
3	Integrated MBA (BBA + MBA)	3	10+2 + 1 year Diploma in Business Administration	Semester
4	BBA	3	10+2 + 1 year Diploma in Business Administration	Semester
5	Executive MBA	1	Graduation + 3 years work experience	Semester
<b>Diploma Courses</b>				
6	Diploma in Management	1	10+2	Semester
7	Diploma in Retail Management	1	10+2	Semester
8	Diploma in Financial Management	1	10+2	Semester
9	Diploma in Operations Management	1	10+2	Semester
10	Diploma in Supply Chain Management	1	10+2	Semester
11	Diploma in Marketing Management	1	10+2	Semester
12	Diploma in IT Management	1	10+2	Semester
13	Diploma in HR Management	1	10+2	Semester
14	Diploma in Logistics Management	1	10+2	Semester
15	Diploma in Retail Management	1	10+2	Semester
16	Diploma in Business Management	1	10+2	Semester
17	Diploma in Materials Management	1	10+2	Semester
18	Diploma in Business & Communication	1	10+2	Semester
19	Diploma in Customer Relationship Management	1	10+2	Semester
20	PG Diploma in Materials Management	1	10+2	Semester
21	PG Diploma in Management	1	10+2	Semester

\*Also offering dual specialization in 3rd & 4th Semester.

# List of Specializations

## General

- General Management
- Business Administration
- Co-operative Management
- Tourism Management
- Financial Management
- Construction Management
- Blood Bank Management
- Pharmaceutical Business Management
- Medical Transcription Management
- Philosophy in Business Administration.
- Entrepreneurship and Leadership Management
- Inventory Management

## Industries/Production

- Operations Management
- Industrial Management
- Production Management
- Project Management
- Total Quality Management
- Total Safety Management
- Electrical Supply Management.
- Take Over & Merger
- Acquisition Management

## Pharmaceuticals/Biotech/Health Care

- Pharmacology Management
- Bio-Technology Management
- Hospital Administration
- Health Care Management
- Pathology Lab Management
- Clinical Pharmacology
- Clinical Research
- Holistic Management
- Hospital Management
- Sports Medicine Assistance
- Military Medicine Assistance
- Management In Nursing Assistance
- Anti-Aging Management
- Beautician Management
- Gymnasium Management
- Hair Care Management
- Management in Diet and Nutrition
- Management in Health and Fitness (Men/Women)

## Advertising/Media/Communication

- Advertising Management
- Communication Management
- Information Management
- Mass Communication
- Media Management
- Portfolio Management
- Public Relationship Management
- Telecom Management

## Architecture and Designing

- Architectural Management
- Construction Management
- Interior Management
- Planning Management
- Real Estate Management
- Real Estate Insurance
- Architectural Survey Management

## Banking/Finance/Accounts

- Banking Management
- Foreign Exchange Management
- Asset Management
- Mutual Fund Management
- Finance Management
- Investment Analysis Management
- Risk & Insurance Management
- Taxation Management
- Investment Management
- International Finance Management
- Takeover & Acquisition Management
- Corporate and Finance Management
- Equity Research Management
- Treasury Management
- Audit Management
- Chartered Finance Management
- Cost and Management Accounting
- Market Risk Management
- Contemporary Auditing
- Equality Research Management

# List of Specializations

## **BPO/Call centre**

- BPO Management
- Customer Relationship Management
- Customer Care Management
- Call Centre Management
- Customer Service Concepts
- Knowledge Process Outsourcing
- Legal Process Outsourcing

## **Marketing**

- Marketing Management
- Consumer Management
- International Management
- Sales Management
- Export Management
- International Trade
- Foreign Trade
- Industrial Marketing
- Retail Management
- Business Marketing
- Marketing Finance Management

## **Hotel/Tours & Travels**

- Hotel Management
- Hotel Administration
- Hospitality Management
- Travel & Tourism Management
- Transport Management
- Transport Administration

## **Purchase/Logistics**

- Material Management
- Supply chain Management
- Logistics Management
- Total Quality Management
- Packing Management
- Freight Management
- Shipping Management
- Cargo Management
- Air Ticketing Management

## **Software/Hardware**

- Software Project Management
- SAP Consultancy Management
- Software Management
- Information Technology
- E-Business System
- Cyber Law Management
- Hardware Management
- E-commerce
- Networking Management
- Purchasing Management
- Animation Management
- Embedded Technology Management

## **Textiles**

- Fashion Management
- Textile Management
- Textile Import – Export Management
- Small Scale & Large Scale Textile Industries Management

## **Human Resource**

- Human Resource Management
- Personal Management
- Public Administration
- Corporate Law
- Corporate Training
- Labour Law Management

## **Exclusive**

- Dairy Management
- Rural Management
- Environmental Management
- Family Business Management
- Aviation Management
- School Management
- Labour Law Management
- Shipping Management
- Safety Management
- Event Management
- Packaging Management
- Global Warming
- Nanotech Management
- Journalism Management
- Green Business Management
- Management in Criminology
- Management in Forensic Science
- Geriatric Care Management



- Sustainable Development Management
- Pollution Control Management
- Police Administration
- Civil Law Management
- Faculty Management
- Nursing Management
- International Language Communication Management
- Adventure Management
- Entrepreneur Management
- Agriculture Management
- Air Transport Management
- Energy Management
- Risk Management
- Recession Management
- Intellectual Property Rights
- Petroleum Management
- Warehouse Management
- Library Management
- Intercultural Management & Ethics
- Management in Gemmology
- Management in Home-Based Businesses
- Management in Hypnotism
- Management in Islamic Studies
- Management in Vedas
- Management in Non-Profit Organizations And Charities
- Geo-informatics Management
- International Patent Management
- Global Peace Management
- Eco-Tourism Management

## Self Study

### **IIMA: Building Excellence through Commitment**

Ever since our inception we have been committed to the development of human beings – most especially from academically un- or underserved and economically disadvantaged sections of the population.

Our dream is that the people who graduate from our portals will be those who have been facilitated and empowered to become:

- Creative, productive and responsible.
- Lifelong learners.
- Open minded and understanding of the foundations of inquiry and knowledge.
- Expressive of themselves in a clear, articulate and creative manner.
- Cognizant of the value of and need for industriousness, diligence and effective teamwork
- Prepared to face the multitude opportunities available in their pursuits and professions of life, and meet the workforce and societal needs of corporate business and those of the nation.

### **Assessment Parameters and Criteria:**

All the course content, syllabi, curricula and their respective course delivery modalities and protocols have been designed by IIMA to help students to educate themselves about their areas of interest and study with special emphasis on the latest and most advanced business concepts. The courses are developed to support and facilitate students in their area of interest. Students will be assessed and awarded the respective certificates based on the calibre of their approach integrating both the Quality and Quantity elements in the most ideal proportions.

Considering the above, the necessity of mortgaging or compromising your life to go to business school is not even relevant, much less required. With our painstakingly researched systems it is eminently possible to dramatically increase your knowledge of corporate business on your own time and with little cost – without setting foot inside a classroom.

# Self Study

If you are interested in educating yourself about business, IIMA is more flexible than any other conventional program. Furthermore, it does not involve a large financial outlay and a consequent massive debt.

On applying for any course with IIMA, the respective Question Paper is forwarded to the student. The questions in these Question Papers are set by professors and faculty with vast experience and enormous knowledge. Therefore, these Question Papers cannot be answered by merely referring to other and/or previous papers. A full, comprehensive and complete understanding of the respective subjects is mandatory. Case knowledge in case studies – the approach, the referenced reading/investigation/exploration and the associated research are of the essence. It is, most certainly, necessary but not sufficient to know only what has been delineated in the syllabus. The importance of the core principles and the distillation of the salient features of the subject cannot be over emphasized.

The requirement and the rationale of the evaluation of any course offered by us are carefully considered and integrated in any evaluations and/or appraisals that are done.

## **In short, what we look for from our students are:**

The commitment, dedication and perseverance to consistently and diligently study not only the prescribed subjects and syllabus but to go beyond and increase and improve one's knowledge of the subject.

To do one's own independent study to understand not only the core and fundamental principles of the subject but also all the possible applications and derivatives from these. This means that the student will be able to answer any direct, indirect or derived question that pertains to what he/she has studied.

The student will be able to independently sit for and do very well in any examination related to the subject.

When he/she has passed the examination, it is expected that the knowledge that the student has is so inclusive and thorough that he/she will be able to pursue a career based on the subject and also decide (if/when it is appropriate) what additional courses he/she needs to do to enhance his/her competence and expertise in the area.

The knowledge that the student has of the subject permits him/her to submit a thesis/dissertation, where applicable/required, that is completely original and that has been independently done. This is the hallmark of the confidence that the student has in his/her effort and, therefore, grasp of the subject.

# Admission Procedure

## Requirements:

- Attested photo copies of mark sheets of previous qualifications.
- Two current/latest photographs.
- Work experience certificates, if any.
- Eligibility: Please refer the list of Courses for details.

## Admission Details:

- The Admission 'Application Form' and 'Declaration Form' can be obtained from the admission offices or can be downloaded from the website.
- Applicants should go through the rules and regulations of our Institute carefully before filling in the Application Form.
- Application for the admission will be summarily rejected if any discrepancies are found at a later date between the information furnished in the application and supporting documents, such as name of the applicant, date of birth etc. and if any untrue information is brought to notice within the stipulated period after admission the same can be rectified.

## Important Notes:

- In the event of any clarification needed at any specific time, the decision of IIMA will be final and binding.
- The candidates are advised to check the website of the IIMA from time to time, to keep themselves abreast of the latest developments and communications. Instructions / information pasted on the website will be deemed to have been communicated to the candidates.
- Disputes, if any, will be subject to the jurisdiction of the State of Maharashtra.

## Evaluation Criteria:

- Continuous evaluation is done through assignments, practical and viva at the respective Centres where the candidates have enrolled. Final examination will be conducted by the IIMA at the end of the semester. A candidate's performance will be evaluated based on Project assessment and final examination independent of each other.
- Candidates are required to pass Internal / External examination separately by securing at least 40% in each segment and 40% in aggregate for passing of the Semester.

## Internal Assessment for Project:

- Candidates should submit their project synopses to the Head of their Centre along with their full details, Program Title, Centre Code, Enrolment Number etc., latest by the date prescribed for the purpose.
- The Head of the Centre will decide the date for submission of the project report and date for project presentation / demonstration.
- Project report should be submitted both in hard as well as soft copy.
- Project undertaken by a candidate must be his/her original work. Project fees of Rs 500 /- will be charged by the IIMA. In case of Late Submission of project Rs 300/- will be charged as fine up to the period of 1 month from the last date of submission of project. After that it will not be entertained.

# Fee Payment

## **Fee Refund:**

In case of rejection of Admission Form (on account of non-fulfillment of eligibility criterion as per admission policy for the session), the processing charges (30 % of the Fee) will be deducted and the remaining fee will be refunded to the candidate at his/her mailing address within one month from the date of receipt of Admission form in IIMA.

## **Partial Refund:**

If an application for cancellation of admission is received at the IIMA before the dispatch of study material from the IIMA, the processing charges (30 % of the Fee) will be deducted from the fee. Balance fee will be refunded to the candidate at his/her mailing address within one month from the date of receipt of his/her application at the IIMA.

## **No Refund:**

If an application for the cancellation of admission is received at the IIMA after the dispatch of study material from the IIMA, no fee will be refunded to the student in any case.

## **Fee Payment Method**

- Fees can be paid through Cash, Cheque and Demand Draft.
- Cheques and DDs should be in favour of "Indian Institute of Management and Administration."
- A full fee has to be paid at the time of admission.
- Fees are subject to revision at any time at the discretion of IIMA.
- Fees once paid are not refundable under any circumstances.
- Admission cannot be claimed as a matter of right. Candidates/students who are concerned about the statutory recognition need not apply for the program.



15. Office Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**(II) EDUCATIONAL QUALIFICATIONS:**

	Name of the Institution	Year	Total Marks	% age
16. High School (XI):	_____	_____	_____	_____
17. Senior Secondary (XII):	_____	_____	_____	_____

**MARKS OF 10+2 OR QUALIFYING EXAMINATION:** (Please attach attested copies of mark sheet and certificate)

Subject	Marks	% age

Subject	Marks	% age
Total % of above Subjects		

**(In case result is awaited of 10+2 Exam. Please attach attested copy of Mark sheet of 11<sup>th</sup> class)**

**MARKS OF Graduate/Post Graduate QUALIFYING EXAMINATION:** (Please attach attested copies of marksheet and certificate)

Subject	Marks	% age

Subject	Marks	% age
Total % of above Subjects		

**(In case result is awaited. Please attach attested copy of Mark sheets of Previous year)**

**(V)DECLARATION OF THE APPLICANT:**

I hereby declare that I fully understand the objectives and the spirit of the **Indian Institute of Management and Administration** and certify that all the information given in this Admission Application Form and its attachments and documents is complete and correct.

Date:    /    /

**Applicants Signature**



**Admissions Office:**

- Bangalore: # 85-86, 2nd Floor, Ebrahim Saheb Street, Behind Commercial Street, Bengaluru- 560001  
Phone Line 1: 080 31927799, Phone Line 2: +91 7676777999
- Mumbai: # 6/7 Abdulla Manzil, 2nd Floor, B Wing Office No. 1, J.P. Road, Near Andheri Sports Complex, Andheri (W), Mumbai -58  
Phone Line 1: , Phone Line 2:

Web: [www.iima.asia](http://www.iima.asia)

