



Acharya Institute of Management and Sciences

Admission Policy



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Admission Policies and Procedures

AIMS Admission Department has been carefully designing a broad admission policy and procedure from time to time. The eligibility criterion applicable is based on the University/Affiliating body. Applications received directly through website/email or online and offline from the candidates are first scrutinized by the admission team to check whether they meet the eligibility criteria for the program applied/enquired.

The Admission Committee follows the roster system during the admission process. However, if the required number of candidates under specific categories is not met, the remaining seats under General Merit or OBC categories will be filled as and when eligible applications are received.

The Admission Committee is headed by Dr. Priyanandan, CEO of AIMS, and includes the Principal, Director of Admissions and Marketing, Admissions and Marketing Manager, Program Heads, Accounts Heads, and senior faculty members. This committee is responsible for overseeing the entire admission process, ensuring transparency, and maintaining compliance with institutional and regulatory norms.

The institution offers a range of merit-based and talent-oriented scholarships to encourage academic excellence, innovation, and holistic development among students. The prestigious *Smt. Nagarathnamma Scholarship* grants a complete tuition fee waiver for the entire duration of the program to students who secure 90% or above in 12th / A Level (for UG) or in Graduation (for PG). To promote entrepreneurial spirit, the *AIMS Scholarship for Entrepreneurship* provides a monthly stipend of INR 5,000 throughout the course, awarded to students with an approved business idea and a minimum of 60% in qualifying exams. In recognition of athletic excellence, the *AIMS Scholarship for Sports* offers a 50% tuition fee waiver for district/zonal-level athletes and a 90% waiver for those at the state or national level. Similarly, the *AIMS Scholarship for Performing Arts* and the *AIMS Scholarship for Liberal Arts* each grant a monthly stipend of INR 5,000 to students who are recognized performers at the district, state, or national level, and have scored at least 60% in their qualifying examinations. These scholarships reflect the institution's commitment to supporting diverse talents and academic merit.

To promote inclusive and accessible education, the institution extends a range of fee concessions to eligible students. A 10% tuition fee concession (excluding university, exam, boarding, and lodging charges) is granted to AIMS alumni and siblings of AIMERS. A 5% concession is available for girl children and students raised by single mothers. Indian citizens from Defence and Armed Forces backgrounds, **physically challenged** individuals, and Karnataka-based SC/ST students are eligible for a fee concession of INR 5,000 per semester. Additionally, students from economically weaker sections with a family income below INR 2 lakhs per annum are also eligible for a similar concession. Employees of the Peenya Industrial Association may avail a concession of INR 2,500 per semester. These concessions apply to candidates who have completed 12th / A Level (for UG) or graduation (for PG) from a recognized institution. Through these initiatives, the institution aims to ease the financial burden and support deserving students across diverse backgrounds.

The details of Admission Process for various programs are enclosed in Annexure – A & Annexure -B

Transfer of Admission policy

Transfer of admission is permissible only for III and V semesters for the students of other Universities and within the University.

Conditions for transfer of admission of students within the University

- a. His/her transfer admission shall be within the intake permitted to the college.
- b. Availability of same combination of subjects studied in the previous college.
- c. He/She shall fulfill the attendance requirements as per the University Regulation.
- d. He/She shall complete the programme as per the regulation governing the maximum duration of completing the programme.

Conditions for transfer of admission of students of other University

- a. Candidate migrating from any other University may be permitted to join III/V semester of the degree programme provided he/she has passed all the subjects of previous semesters/ years as the case may be. Such candidates must satisfy all other conditions of eligibility stipulated in the regulations of Bangalore University.
- b. His/Her transfer admission shall be within the intake permitted to the college.
- c. He/She shall fulfill the attendance requirements as per the University Regulation.
- d. The candidate who is migrating from other Universities is eligible for overall class and not for ranking.
- e. He/She shall complete the programme as per the regulation governing the maximum duration of completing the programme.

Student Scholarship policy

AIMS Institutes believes that excellence of students has to be recognized, nurtured and rewarded. In order to motivate and ensure constant academic progression and ensure equal opportunity for students of all social and economical backgrounds; the Institute extends awards, rewards and scholarships to deserving students.

A. Awards for Merit

- a. At the time of admissions, exemplary students are given scholarships in recognition of their achievements
 - i. Academics - Above 90% marks in 10th, 12th, degree (where ever applicable)
 - ii. Sports Stars - National /International Level achievements
 - iii. Achievements in co-curricular and extra curricular activities.
- b. Top performers of the UG programs will be given cash rewards. The details of the reward will be announced at the beginning of each
- c. semester and will be based on the academic performance, attendance and participation in co and extra-curricular activities.
- d. Outgoing students who excel in the academics, co-curricular and extra curricular activities, Internship projects and research will be
- e. given cash rewards and certificates. The details will be announced during the re-orientation program in the beginning of the final
- f. semester.

B. Rewards

The advanced learners are motivated towards excellence in the form of rewards as:

- a. Additional library card on securing distinction in the semester exams.
- b. Membership in committees
- c. Scholarship for global immersion
- d. Opportunity to participate in research and consultancy projects
- e. Joint publication with faculty members
- f. Permission to take up on-campus jobs

C. Scholarships

Deserving and eligible students may apply for scholarship under the following categories:

- a. Economically Weak (Income certificate to be submitted) – concession in fees and facility to pay in installments
- b. SC/ST Students of Karnataka (Caste certificate to be submitted).

- Top 5 Merit students can avail 100% scholarship under Smt. Nagarathnamma Scholarship Scheme.
 - Rest of the students can avail 50% scholarship under Smt. Nagarathnamma Scholarship Scheme.
- c. c. Persons With Disability can avail up to 30% scholarship - Medical certificates to be submitted.
 - d. d. Defense Salutation: Wards of Defence/ Ex-Servicemen of the Indian Defense Forces can avail fee concession of up to Rs. 5000/-
 - e. e. Wards from family of single surviving parent can avail up to 15% fee concession.
 - f. f. Wards of the employees of Peenya Industrial area can avail up to 10% fee concession.
 - g. g. AIMS Alumni who have graduated from the Institute and wish to pursue higher education can avail up to 25% concession in fees
 - h. h. Sibling Support: Siblings of a student or alumni of AIMS Institutes can avail fee concession.
 - i. i. Alumni references: fee concession for references from AIMS Alumni can be availed.
 - j. j. General employee benefit scheme: 70-100% scholarship for wards of staff of AIMS.
 - k. k. Scholar ships for International Exchange (for details refer International Exchange Programs on page 48).
 - Fee Subsidy: Waiver of International Tuition fees from the Host University.
 - Travel & Accommodation Subsidy: Concessions for international/local travel and accommodation at host University.

Note: In order to avail and continue with any scholarship, it is mandatory for the student to ensure:

- a minimum of 85% aggregate attendance
- Adherence to rules, regulations and policies of the Institute

Any violation of the above will disqualify a student from availing any benefits, including cancellation of existing benefits.

Students who wish to avail the above benefits can submit an application in the prescribed form along with supporting documents to the Admissions office. The number of scholarships available is limited and requests will be processed on first come first serve basis.

D. Assistance

Students may obtain financial assistance from various Govt. and Non Govt. agencies and can visit the respective website for eligibility, procedures, documents to be submitted, to avoid any delay / rejection of scholarship applications. Assistance for the same may be availed from the Equal Opportunity Cell.

AIMS Fees Policy

Tuition and Accommodation fee details for the enrolled program are given to students at time of admission and are applicable for the entire duration of the program. The fee structure is non-negotiable.

A. Tuition Fees

- Students have to pay their tuition fees within ONE month of commencement of the classes for that semester.
- The Accounts Office will announce the last date for the payment of fees, with/without fine and modes of payments available on its notice boards.
- Failed and detained students have to apply for re-admission in the prescribed application form. On satisfying the required norms, readmission will be approved on payment of the prescribed fees.
- In case of discontinuation of course, all fee dues including fee for the last semester attended has to be cleared.
- No claims for refund of fees will be entertained after completion of admission formalities and commencement of classes
- As per policy, the Institute reserves all rights to refuse permission to attend class or deny any other services to a student in case of persistent dues. Institute will not be responsible for shortage of attendance that may arise as a result.

B. Accommodation Fee

- All accommodation/mess fee will be valid for ONE FULL ACADEMIC YEAR only and is non-refundable in case of a discontinuation either in the institute or in the college accommodation.
- Full accommodation fee is payable within 15 days of the date of joining the accommodation/hostel.

Note: The Institute reserves all rights to refuse accommodation to student for any reason, as it may seem fit.

A. Payments

All payments must be made at AIMS Institutes' Accounts office ONLY and the institute will not be held responsible for payments made to any other party/parties.

Modes of Payment: Cash / NEFT/RTGS / Net banking / PayTM.

College account details is available with Accounts Office / Notice Board.

B. Refund of Security deposits

Claim for refund of security deposit may be made as follows:

a. College Security Deposit

- The process for refund will be initiated after receipt of students' convocation degree certificate from the university.
- An application along with a copy of College Exit form, original fee receipt and copy of Convocation Degree certificate is to be submitted to Accounts Office.
 - Refund will be made after deducting the breakages, if any.
 - In case of students discontinuing the course, security deposit is non-refundable.

b. Students' Accommodation Security deposit

- An application, along with a copy of College Exit form and the original fee receipt is to be submitted to Accounts Office. After 30 days of The refund amount will be decided after ascertaining all damages and completing the accommodation exit formalities (refer Student Exit).
- In case of students discontinuing the use of residence facility before completion of a year, security deposit is non-refundable.
- Accommodation Security Deposit refund will be made after deducting the breakages, if any, along with the College Security Deposit.

Note: In case of loss of original receipt, a duplicate may be obtained on payment of a penalty at the Accounts Office. All refunds will be made

- by cheque in the name of the student.
- Accounts Officer may also be contacted in person or by email to: finance@theaims.ac.in