



SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)

(Established under Section 3 of the UGC Act, 1956)

Re-accredited by NAAC with 'A' grade (3.58/4) | Awarded Category - I by UGC

Founder: Prof. Dr. S. B. Mujumdar, M. Sc., Ph. D. (Awarded Padma Bhushan and Padma Shri by President of India)

PROVISIONAL ADMISSION LETTER

Date: 08.02.2020

SNAP ID : 200152091

Category : NAGPUR-OPEN

GE-PIWAT ID : R24YG0409



Constituent : Symbiosis Institute of Business Management, Nagpur

Programme : Master of Business Administration

Dear NIKAM MANSI YESHWANTSINGH ,

Congratulations!

We are pleased to inform you that you have been selected for admission to the two year full time MBA Program 2020- 2022 at Symbiosis Institute of Business Management, Nagpur.

Please note that this admission is provisional and will be confirmed on payment of fees (**As per Annexure I**) on or before **13-February-2020, 11:59 pm** subject to the fulfilment of eligibility conditions (**As per Annexure II**) and in accordance with the rules of the Symbiosis International (Deemed University).

As a constituent of the prestigious Symbiosis International (Deemed University), we strive to provide you with a learning environment which will help you to always be abreast of changing global practices and give you a head start in your chosen field of work. Your faculty will be drawn from accomplished academicians and practicing professionals with rich and varied experience.

We will provide shared hostel accommodation (as applicable) to students admitted to the programme. Your programme commences on: **1st June, 2020** and hostel registrations begin: **29th May 2020**. Please go through the various details given in the Post Graduate Prospectus and SIBM Nagpur website.

You are advised to bring all relevant self-attested documents as mentioned in **Annexure II** for submission on the day of commencement of your programme.

We look forward to having you amidst us. Welcome to Symbiosis!

With Best Wishes,

Prof. (Dr.) Shrirang Altekhar
Director, SIBM, Nagpur



Annexure-1 to Offer Letter, Batch 2020-2022

Details of fees for the Master of Business Administration programme at Symbiosis Institute of Business Management, Nagpur as applicable for NAGPUR DOMICILE CATEGORY Batch 2020-2022 is as under:

Particulars	Year 1		Year 2	
	1 st Installment (Amount in ₹)	2 nd Installment (Amount in ₹)	3 rd Installment (Amount in ₹)	4 th Installment (Amount in ₹)
Academic Fees*	342,500.00	342,500.00	342,500.00	342,500.00
Less: 15% Fee Concession	(51,375.00)	(51,375.00)	(51,375.00)	(51,375.00)
Academic fees after 15% fee concession	291,125.00	291,125.00	291,125.00	291,125.00
Institute Deposit (Refundable)	20,000.00	-	-	-
Hostel Deposit (Refundable)	15,000.00	-	-	-
Hostel Fees* (Three Sharing)	60,125.00	60,125.00	**	**
Mess Fees*	41,250.00	41,250.00	**	**
Total Fees	427,500.00	392,500.00		
Last Date/ Due Date for payment of Fees	13-February-2020	25-Nov-2020	25-July-2021	25-Nov-2021

Note:* Academic Fees can be increased up to 10% during the period of the Programme. Government taxes would be additional as and when applicable.

**Hostel and Mess Fees for the subsequent year would be communicated before commencement of the next academic year.

For completion of formalities related to admission and payment of fees please login to <https://siufinance.ishinfo.com/StudentAdmission> and perform below steps:

1. (Go to **Admission** menu): Submission of Provisional Admission Form is mandatory before making payment of fees.
2. **Please make payment using any one of the payment modes mentioned below:**

a. Using Payment Gateway of SIU:

Please login to above URL and make online payment using payment gateway of SIU through various modes like Net Banking / Debit Card / Credit Card etc. payment options. **PLEASE NOTE THAT SUCCESSFUL TRANSACTION WILL AUTOMATICALLY GET AUTHENTICATED AND RECEIPT CAN BE GENERATED IMMEDIATELY.**

b. EFT (Online NEFT / RTGS):

Please login to above URL and make payment of fees through EFT CHALLAN (Online NEFT / RTGS).

STEP 1: GENERATE CHALLAN FROM PORTAL

STEP 2: ADD BENEFICIARY USING THIS CHALLAN AND MAKE PAYMENT/ YOU MAY GO TO BANK FOR MAKING PAYMENT USING THIS CHALLAN IF YOU DO NOT HAVE NET BANKING FACILITY. (FOR PAYMENT OF SUBSEQUENT INSTALLMENTS, ENSURE TO

GENERATE NEW CHALLAN AND FOLLOW STEP 1 AND 2 AGAIN)



PLEASE NOTE THAT VALIDITY OF EFT CHALLAN IS 2 CALENDAR DAYS FROM GENERATING THE CHALLAN, THIS CHALLAN IS MEANT FOR SINGLE TRANSACTION AND IS NOT TRANSFERABLE AS WELL.

PLEASE DON'T UPDATE THE PAYMENT DETAILS LIKE UTR, TRANSACTION REFERENCE NUMBER ETC... IN CASE IF YOU MAKE ONLINE PAYMENT THROUGH PAYMENT GATEWAY OF SIU / EFT, OTHERWISE SYSTEM WILL REFUND AMOUNT BACK TO YOUR BANK ACCOUNT.

c. Demand Draft:

A **demand draft** to be submitted to '**Symbiosis Institute of Business Management, Nagpur**' in favor of **Symbiosis Institute of Business Management, Nagpur** payable at **Nagpur**. If you opt to pay through this mode ensure you write your **Candidate Registration ID, Name and mobile number on the reverse of the DD** (Please note that Symbiosis Institute of Business Management, Nagpur will not be responsible for late or non-receipt due to postal / courier delays). It is mandatory to update payment details on URL mentioned above (Go to Make Payment menu), incase if the payment is made by Demand Draft. Institute will not be able to authenticate your payment unless these details are updated.

3. Important Instructions

1. You can generate eReceipt from 'Make Payment' menu.
2. Visit 'Apply for Bonafide Certificate' menu, incase if you wish to apply for bank loan.
3. Visit 'Apply for Cancellation' menu, in case if you wish to cancel your provisional admission.
4. Visit 'Apply for Transfer within SIU' menu in case if you wish to transfer your Provisional Admission.
5. **NO CHEQUE PAYMENT OR CASH DEPOSITS** will be accepted for payment of Fees. Please note that in case it is found that CASH is directly deposited in Bank Account of the Institute, such payment will not be considered towards confirmation of your provisional admission.
6. For payment of second and subsequent installments, a similar process is to be followed.
7. For Refund Rules of SIU, please visit <https://siu.edu.in/pdf/Refund-Rules-of-the-University.pdf>
8. For cancellation of admission, the last date of admission will be considered as one day prior to the date of commencement of programme as mentioned in the offer letter. This date will be used for the calculation of refund of fees (as per UGC directions).

**Annexure 2****DOCUMENTS REQUIRED FOR CONFIRMATION OF PROVISIONAL ADMISSION AND ELIGIBILITY OF NATIONAL STUDENTS ENROLLED TO POSTGRADUATE PROGRAMMES AT SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)****(A) PRIMARY DOCUMENTS:****1. Statement of Marks of Last Qualifying Examination**

Self-attested photocopies of statement of marks of all semester(s)/year(s) of last qualifying examination issued by recognized University/ Institution of National Importance.

2. Provisional/ Passing/ Degree Certificate

Self-attested photocopy of provisional/ passing/ degree certificate of last qualifying examination awarded by the Recognized University/ Institution of National Importance.

3. Transfer Certificate

Original transfer certificate issued by the College/ School/ Institute last attended.

4. Migration Certificate

Original Migration certificate issued by the last University attended.
Candidates who have completed/ appeared for last qualifying examination from any Constituent Institution/ Department of Symbiosis International (Deemed University) shall submit Transfer Certificate in Original. They are not required to submit Migration Certificate.

5. Caste Certificate

Self-attested caste certificate issued by Tehsildar/ Deputy Collector/ Sub Divisional Magistrate or by the Competent Authority.

6. Certificate of Disability issued by Competent Govt. Medical Authority

The candidate applying for admission to any constituent Institute/ Department of Symbiosis International (Deemed University) under the Differently Abled (DA) category should produce a certificate fulfilling the requirement of admission under differently abled category (DAC), issued by the competent medical authority at the time of reporting. The candidate will have to get the disability authenticated from Symbiosis Centre of Health Care (SCHC). The provisional admission may be considered as regularized only after due authentication by Symbiosis Centre of Health Care (SCHC).

7. Jammu & Kashmir Migrant Certificate

A candidate seeking admission under the category of Jammu & Kashmir Migrant in type J1, J2, J3 shall submit the migrant certificate in original issued by the Government of Jammu & Kashmir.

8. Dependent of Defence Personnel Certificate (if applicable)

A candidate seeking admission under Defence Category shall submit the authenticated photocopy of Identity Card as a proof of dependent of Defence Personnel along-with Appendix A/B/C.

**9. Change of Name Certificate (Govt. Gazette)**

A candidate shall submit the self-attested photocopy of change of name certificate, if his/ her name has been changed due to any reason and is not the same as mentioned in the certificates of qualifying examination. A self-attested photocopy of Government Gazette in proof of change of name should be submitted.

10. Equivalence Certificate (If applicable)

Equivalence Certificate in case, candidate has completed qualifying qualification from Foreign University/ Board issued by Association of Indian Universities/ Statutory Councils (wherever applicable).

11. Experience certificate (If applicable)

Self-attested experience certificate

12. Certificate of Registration (If applicable)

Self-attested Certificate of Registration issued by respective council (e.g. Medical Council/ Dental Council/ Nursing Council etc.)

13. Domicile Certificate (If applicable)

Self-attested Domicile certificate issued by Competent Authority.

(B) SECONDARY DOCUMENTS:

1. Application for Provisional Admission
2. Medical Undertaking
3. Indemnification Undertaking by Student
4. Indemnification Undertaking by Parent
5. Anti-Ragging Affidavit by Student
6. Anti-Ragging Affidavit by Parent
7. Photo Identity Proof
 - a. Driving License/ Aadhar Card / PAN Card/ Passport or any other such document as proof of identity issued by Govt. authority
 - b. SNAP Admit Card
 - c. GE-PIWAT Admit Card

NOTE:

1. Candidates are advised to submit all the above-mentioned documents for confirmation of provisional admission and eligibility on the date of reporting to the respective institute. Candidates should also carry all their original documents. These would be required at the time of document verification by University Eligibility team.
2. Those who have appeared for their final semester/ trimester/ annual examination of last qualifying examination, shall submit applicable documents by 31st July, 2020.

