

## Center for Distance and Online Education (CDOE)



# Online **MBA**

Information Booklet

**January 2023 Admissions**



**N J Yasaswy**  
(1950-2011)  
Founder, ICFAI Group

### ICFAI Group

ICFAI was established in 1984 and has made a significant mark in the educational field with a pan-Indian network and presence. It has established 11 Universities and 9 B-Schools across India including The ICFAI Foundation for Higher Education (IFHE), which is a deemed-to-be-University.

The alumni of the University are working in renowned companies worldwide.

Sri N J Yasaswy, the founder of the ICFAI Group was a charismatic visionary, institutional builder and a pioneer in promoting higher education in the private sector.



## The ICFAI Foundation for Higher Education (IFHE), Hyderabad (Deemed-to-be-University under Section 3 of the UGC Act, 1956)

The ICFAI Foundation for Higher Education (IFHE), Hyderabad was declared as a Deemed-to-be-University under Section 3 of the UGC Act, 1956. The University received the NAAC Accreditation 'A++' Grade with an impressive score (Institutional CGPA) of 3.59 out of 4.

Accreditations, Recognitions, Rankings and Memberships	
	Accredited with A++ Grade, by NAAC
	Accredited for its Regular MBA Program of IBS Hyderabad by AACSB
	Accredited by SAQS (South Asian Quality Standards), AMDISA
	# 27 on Overall basis. All Over India for its MBA Program, NIRF Ranking 2021
	Member, The Association of Commonwealth Universities (ACU)

## The Center for Distance and Online Education (CDOE)

All programs offered under online and distance learning modes are administered through the Center for Distance and Online Education (CDOE), IFHE, Hyderabad.

The CDOE has launched the Online MBA Program, combining the academic rigour and interdisciplinary perspective. The Program is offered through online mode for graduates aspiring for careers in Management.

### Recognition and Ranking:

- The Online MBA Program has been ranked #1 among India's Top 25 Online MBA Institutions 2022 - by *Careers 360*.
- Recognised as Most Impactful Online MBA Program for Better Learning & Employability - by *eletsTechnomedia 2021*

## The Online MBA Program

The two year fully online MBA program is open to graduates and working professionals who seek careers in management.

To provide for the increasing need of interdisciplinary, enterprising and innovative managers, the program has a cafeteria approach to electives and an entrepreneurship practicum/ business research project.

The Online MBA Program brings together:

- ICFAI's legacy of over 30 years of academic excellence in management education
- Two decades of vast experience in Open and Distance Learning, Flexible Distance Learning and e-Learning for Management programs
- Contemporary technological tools that aim to equip the students with skills for the 21<sup>st</sup> century workplace.

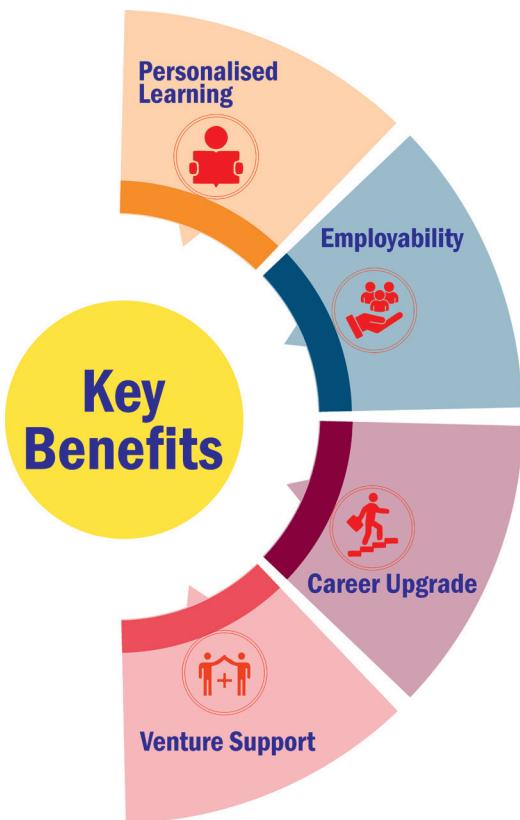
Program Structure			
Semester I		Semester II	
Subject	Credits	Subject	Credits
Management and Organization Behavior	5	Economics for Business	5
Quantitative Methods	5	Operations Management	5
Foundations of Accounting and Finance	5	Human Resource Management	5
Business Environment	5	Marketing Management	5
IT for Managers	5	Business Communication	5
Semester III		Semester IV	
Business Policy and Strategy	4	Management Control Systems	4
International Business	4	Business Ethics and Corporate Governance	4
Leadership and Change Management	4	Elective IV	4
Elective I	4	Elective V	4
Elective II	4	Elective VI	4
Elective III	4	Entrepreneurship Practicum OR Research Project	4

**Semester III Elective Options (Students can opt for 3 Electives from 10 Options); Semester IV Elective Options (Students can opt for 3 Electives from 10 Options).**  
**Note:** The full list of electives is available on [www.online.ifheindia.org](http://www.online.ifheindia.org)



## Admission Eligibility, Program Duration & Validity

Admission Eligibility	<ul style="list-style-type: none"><li>• Graduate (any discipline) with 50% and above marks from a recognized university with the medium of instruction as English.</li><li>• Candidates from medium of instruction other than English have to submit the TOEFL/ NELT/ IELTS score report.</li><li>• All candidates seeking the admission will undergo a selection process by the selection committee. Selection committee will holistically evaluate the candidate and the recommendation of the committee for admission will be final.</li></ul>
Program Duration	Min. Duration : 2 Years; Max. Duration : 4 Years
No. of Semesters	4
Medium of Instruction	English



### #PersonalizedLearning

Learning Methodology and Assessment which is aligned to your workplace and future career interest

### #Employability

Building competencies which matter for your next career move in management

### #CareerUpgrade

Opening up new career pathways anchored on competencies in management.

### #VentureSupport

Formulating and developing a venture to innovate whether for yourself or for your organization



## Fee Structure & Payment Options

Amount in ₹

<b>Fee Structure</b>	
Admission Fee	20,000
Program Fee	1,80,000
Total Fee	2,00,000

Note: The Program Fee does not include the Exam Fee.

<b>Payment Options</b>	
<b>A) Year Wise Fee Payment</b>	
Admission Fee	20,000
I <sup>st</sup> Year Fee	90,000
2 <sup>nd</sup> Year Fee	90,000
<b>B) Semester Wise Fee Payment</b>	
Admission Fee	20,000
I <sup>st</sup> Semester Fee	45,000
2 <sup>nd</sup> Semester Fee	45,000
3 <sup>rd</sup> Semester Fee	45,000
4 <sup>th</sup> Semester Fee	45,000

Note: The candidates are required to pay the Admission Fee and the Program Fee as applicable based on the payment option (A) or (B) chosen above.

**Remittance Information:** Students can pay the fee through:

#### A) Online Mode:

- Credit Card (Visa / MasterCard)
- Debit Card (Visa / MasterCard)
- Internet Banking through secure internet payment gateway).

#### B) Bank Demand Draft:

- Bank Demand Draft drawn on any scheduled commercial bank in favour of "**IFHE Fee Collection A/c Online MBA**" payable at Hyderabad. The student should write his/her Name, Application No. Semester and Mobile No. on the back of the Bank Demand Draft.
- DD should be sent along with completed Registration Form to: CDOE, #52, Nagarjuna Hills, Punjagutta, Hyderabad 500 082, Telangana.



## Encouraging Merit Scholarships for Online MBA Students

IFHE always believes in recognizing and encouraging the meritorious students in achieving their academic excellence. Towards this, a Scholarship scheme is offered to the students pursuing Online MBA Program.

### I. Exclusive Scholarships for Defence, Paramilitary and Police Personnel:

- Applicable to those who have been employed full time or have retired after full time service directly with any establishment of the Ministry of Defence or Paramilitary or Police forces.
- Spouse and children of these forces are also eligible for this scholarship.

### II. Merit Scholarships:

#### Scholarship based on past academic record:

- Offers scholarship based on percentage of marks achieved in bachelor's degree.
- Scholarship amount will continue semester after semester on successful completion of all the courses in the previous semesters as per minimum academic eligibility criteria.

#### Award for Toppers based on Continuous Assessment marks:

- Will be awarded for the student/s who get the highest score in the formative assessment in a course.

#### Scholarship based on Semester-wise Performance:

- Offers scholarship based on semester-wise performance in terms of CGPA.



## Admission Process

### [A] Submission of Registration Form:

Candidates are required to fill the registration form online and upload the scanned copies of the following documents:

- Scanned copy of latest Photograph with signature appended on it.
  - Scanned copy of latest Photograph without signature
  - X Class Certificate
  - XII Class Certificate
  - Degree Certificate
  - Aadhaar
  - Copy of Passport, for foreign students only
  - TOEFL / NETL / IELTS score report if applicable
- All these documents are to be self-attested in blue ink along with date

### [B] Selection Process:

- After submission of the registration form and uploading applicable documents as above, there will be a Selection Process consisting of Micro Presentation and a Personal Interview.
- The selection process fee of ₹1,000 (non-refundable) to be paid online. This amount will be adjusted against the Admission Fee on selection.
- Candidate has to pick a convenient slot for the selection process and proceed to book the slot after making the payment.

### [C] Post Selection Formalities:

Selected candidates are required to initiate the admission process by remitting the Admission Fee as applicable. The Admissions Office will thereafter inform regarding the payment of Program fee for the July 2022 session, any other documents which are required, the last date for completion of Admission, date of start of the orientation program and regular classes.



## Academic Evaluation

Continuous Assessment	Continuous Assessment contributes to 30% of the overall weight of the course assessment. It is done through session participation, performance in the engagement exercises, workplace narrations and discussion forums.
Semester End Examinations	Semester End Examinations are conducted online with technology enabled proctoring. They carry 70% weight.

### Graduation Requirements

Students should have completed the evaluation requirements of all courses in a maximum duration of four years. Students should secure a minimum Cumulative Grade Point Average of 5.5 with number of courses with D and E grades together not exceeding four.

### Award of Degree

Students who successfully complete the graduation requirements for the Online MBA Program will be awarded the Master of Business Administration degree in the online mode by the ICFAI Foundation for Higher Education.



## Pre and Post Enrolment Services

Students are to contact the following with regard to any queries or services required pertaining to their admission and during the course of study on any working day between 10:00 am to 5:00 pm

Contact Numbers	08069-123-123
E-mail for general queries	olss.cdoe@ifheindia.org
E-mail for academic queries	olaq.cdoe@ifheindia.org

### Refund Policy

In the event of withdrawal from the Program for any reason the refund of Fee paid will be governed by the provisions of UGC Notification on Refund of Fees and Non-Retention of Original Certificates, issued during October 2018 or any subsequent notifications thereto, issued by the Commission from time to time.

Accredited by NAAC with 'A+' Grade

## Center for Distance and Online Education Registration Form for Selection Process Online MBA Program

Read the Information Booklet and Website information carefully including  
Admission Policies, Guidelines and Remittance Information before filling the Registration Form

### 1 PERSONAL DETAILS

Name  (As per the 10<sup>th</sup> / 12<sup>th</sup> Class Certificate)

Father's / Mother's / Guardian's Name

Date of Birth (DD / MM / YYYY)  Nationality  Indian  Foreign Nationals\*

Mobile  Gender  Male  Female  Others

Aadhaar No.

Address for Communication   
  
  
  
State  Pin Code   
Country   
E-mail

Upload  
Recent 3.5 x 4.5 cms  
latest Color Photo.  
The size of the photo should  
be in the range of  
25 kb to 30 kb

Do not sign  
on the Photo

\* Foreign Nationals should attach Self attested copy of the Passport

Passport Number  Date of Issue  /  /  Date of Expiry  /  /

### 2 a ACADEMIC RECORDS (*Self attested copies to be attached*) Please tick (✓)

Examination Level	Group / Major Subjects	School / College / Board / University / Institute	Marks (%) / Grade	Year of Passing
<input type="checkbox"/> SSC / X Class				
<input type="checkbox"/> XII Class				
<input type="checkbox"/> Graduation				
<input type="checkbox"/> Others				

### 2 b MEDIUM OF STUDY DURING GRADUATION (*Self attested copies to be attached*) Please tick (✓)

English  Others  (If others, attach TOEFL/ NELT/ IELTS score report)

### 3 CURRENT EMPLOYMENT DETAILS

Name of the Company with address	Designation	Date of Joining

### 4 FEE REMITTANCE (*Please fill-up the amount as applicable based on the payment option opted*)

[Please (✓) tick] Amount ₹   Semester-wise  Year-wise  By Bank Demand Draft  By Online Mode (Credit Card / Debit Card (Visa / MasterCard) / Internet Banking through secure internet payment gateway)

Remittance through Demand Draft [DD should be in favor of "IFHE Fee Collection A/c Online MBA"] (Payment by cash is not accepted)

DD Details:	Name of Bank:	DD No.:	Date:	Amount ₹ <input type="text"/>

Note: Please visit: [www.online.ifheindia.org](http://www.online.ifheindia.org) to make the payment in online mode.

### 5 DECLARATION

I have carefully read and understood the program Information Booklet and hereby, declare that, the entries made by me in the Registration Form (including Photograph) are complete and true to the best of my knowledge and based on records. I am bound to present, if required, the original documents immediately upon demand by the concerned authorities of the University. I understand that the University (IFHE) has right to modify the rules governing the program and in force from time to time and subsequent changes / modifications / amendment made thereto.

Date :

Place:

Signature of the Applicant

**Note: Registration Form to be filled and submitted Online for Selection Process**



# ICFAI Foundation for Higher Education

(Deemed-to-be-University under Section 3 of the UGC Act, 1956)

## Campus

**Center for Distance and Online Education (CDOE),  
The ICFAI Foundation for Higher Education (IFHE),  
Dontanapalli, Shankarpalli Road, Hyderabad-501 203**

