



ADMISSION HANDBOOK 2016-2018

**DEPARTMENT OF BUSINESS ADMINISTRATION
NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA (HARYANA)**

VISIT : www.nitkkr.ac.in

About NIT Kurukshetra

National Institute of Technology, Kurukshetra (NITK), one of the 31 NITs in the country, is a premier centre of learning and research in various disciplines of engineering and management. It trains and develops high caliber professionals to serve not only the country but the world at large. Established in 1963 as an REC, a joint enterprise of Government of India and the Government of Haryana, the college was elevated to a National Institute with University status in June 2002. The Institute has made rapid strides in expanding and upgrading facilities, enhancing the quality of education and strengthening the linkage with industry. The Institute alumni are well placed in reputed organizations in India and abroad. The Institute is located in the city of Kurukshetra, 168 km north of New Delhi on National Highway Number-1. Presently the Institute has Eleven Departments and four Schools.

About the Department

In order to actively pursue management education, research and manpower training programmes for producing globally competent management professionals, the Department of Business Administration was established in 2006. Presently the Department is running two programs, namely Ph.D. and Master of Business Administration (MBA). The MBA program at NITK is the Institute's response to the ever increasing demand for management professionals. This program leads the way in preparing its students to respond to the new challenges by drawing on the varied intellectual resources of the institute and providing a well structured, innovative program in management education. The two year program has been developed into a perfect blend of management theory and practice and real world issues and problems in an effort to groom competent managers capable of devising globally optimized solutions. Currently the Department offers three specializations namely Marketing, Finance and Human Resource.

What we are looking for:

The gap between the finishing line at a B-school and entry to a management position is wider now than ever. The problem is only compounding with institutions mushrooming all around. We have a different approach as you would learn during your stay at NITK .

It is life skills that we focus on.

We need thought-leaders driven by passion and determination, backed by intellectual abilities, who are independent, authentic and immensely creative, whose imagination is not a slave to fear of failures.

If you can re-engineer the solutions to conventional problems and think out of the box, yet be humble and uphold your integrity you probably fit the bill best!

In short, a candidate who is good might not impress us.

We are looking for excellence and perfection!

You would get sufficient opportunities at NITK if your personal characteristics suggest that you would be able to extract the very best from the system, both in academics and extra-curricular and should your presence enhance the experience for those around, then you are definitely in.

NUMBER OF SEATS

The sanctioned intake of this programme for 2016-2018 is **90**. The seats are available in two categories i.e. Government Funded Seats & Self-Financed Seats.

- **Regular (Government Funded) Category** : **60 Seats**
- **Self-financed Category** : **30 Seats**

ESSENTIAL QUALIFICATIONS

Admission criteria for both category of seats (Government Funded Seats and Self-Financed Seats) will be same. The eligibility criterion is as under:

- Candidate must hold a Bachelor's Degree or equivalent qualification of any of the Universities incorporated by an act of the central or state legislatures in India or other educational institutions established by an act of Parliament or declared to be deemed as a University under section 3 of UGC Act, 1956, or possess an equivalent qualification recognized by the Ministry of HRD, Government of India / AIU. This degree must entail a minimum of three years of education after completing higher secondary schooling [Class 12 or equivalent] 10+2+3 system. The minimum percentage requirement at Graduation level is 50 (45% for SC/ST applicants).
- Valid scorecard of CAT/CMAT/GMAT/MAT 2015-16
- Shortlisting of Candidates will be done on the basis of CAT/CMAT/GMAT/MAT score and accordingly candidates will be called for Group Discussion (GD)/Personal Interview (PI).

श्रमोऽनवरत चेष्टा च

CRITERIA FOR ADMISSION

- Merit list will be prepared for Offer of Admission on the combined marks of the following two components:
 - CAT/CMAT/GMAT/MAT Score of 2015 & 2016 70 marks*
 - Performance in GD / PI 30 marks

*The weightage for the percentile of CAT/CMAT/GMAT/MAT exam would be computed as per table below:

	Equivalent Marks for CAT/CMAT/GMAT/MAT exam percentile						
Percentile Exam	Less than 40	40-49	50-59	60-69	70-79	80-89	90 & above
CAT/GMAT	00	40	45	50	60	65	70
MAT/CMAT	00	35	40	45	55	60	70

In Case of a tie in the final preparation of the merit list, the following tie break rules will be applied:

- On the basis of Higher Qualification
- On Graduation marks (Percent)
- On Senior Secondary marks (Percent)

RESERVATION

The Institute adheres to the reservation policy of Government of India.

Seat Matrix

Quota	OP	OP (PWD)	OBC	OBC (PWD)	SC	SC (PWD)	ST	ST (PWD)	Total Seats
Govt Funded Seats	29	01	16	01	09	-	04	-	60
Self Financed Seats	15	-	08	-	04	01	02	-	30

HOW TO APPLY

Download the Application Form from the website nitkkr.ac.in. Fill and send the application form complete in all respects along with all relevant documents and application fee before the due date. Applicants List will be put up on the institute website along with the Group Discussion & Personal Interview schedule, to be held at NIT Kurukshetra in the month of **April 2016**.

NO SEPARATE INTIMATION WILL BE GIVEN FOR GROUP DISCUSSION/ PERSONAL INTERVIEW.

Based on the combined performance of Group Discussion and Personal Interview and CAT/CMAT/GMAT/MAT Score, a merit list will be prepared and displayed on the institute website. Waitlisted candidates will be offered admission if seats remain vacant.

Note: *Refund of fee shall be dealt according to prevalent NIT Kurukshetra Rules.*

FEE- STRUCTURE

The detailed fee structure is given on Institute Website.

http://www.nitkkr.ac.in/clientFiles/FILE_REPO/2015/DEC/25/1451062966006/fee_16.PDF

NOTE: *It is to be noted that the above said fee may be revised at the time of admission due to the directives of the competent authority / Ministry of HRD.*

APPLICATION FEE

An application fee of **Rs.1000/- (Rs 500/- for SC/ST Candidates)** is to be deposited in the form of **Demand Draft** obtained from **State Bank of India** only **in favour of Director, National Institute of Technology Kurukshetra**, payable at NIT Kurukshetra Branch (**Code 6260**), Kurukshetra.

GENERAL INFORMATION

The last date for receipt of duly filled in application is 08th April 2016.

The printed copy of Application form, complete in all respect, along with requisite Demand Draft should be sent/submitted to

**Chairman,
MBA Admission Committee,
Department of Business Administration,
National Institute of Technology Kurukshetra -136119.
Email: mba@nitkk.ac.in
Phone: 01744-233524(0)**

Late receipt of application form due to postal delays of other reasons whatsoever will not be entertained.

Important Points to Consider:

- The admission rules, including eligibility criteria, and procedures are subject to alteration at any time without notice.
- Candidates who are finally selected for admission will be required to produce the originals of all their certificates.
- The decision of the Director in all matters relating to admission shall be final. Dispute, if any, will be subject to Kurukshetra jurisdiction.
- All information pertaining to admission will be communicated through/displayed on the Institute website only (www.nitkk.ac.in)

No postal correspondence will be made with the applicants. Hence for GD/PI schedule, the applicants are advised to keep visiting the Institute website in the month of April & May 2016.

IMPORTANT NOTE:

A CANDIDATE, WHO FURNISHES PARTICULARS WHICH ARE FOUND TO BE FALSE OR SUPPRESSES MATERIAL INFORMATION, WILL NOT BE CONSIDERED FOR ADMISSION. IN SUCH A CASE, NOT WITHSTANDING LEGAL ACTION UNDER THE LAW OF THE LAND, HIS/HER ADMISSION SHALL BE CANCELLED, AND ALL FEES DEPOSITED BY HIM/HER SHALL BE FORFEITED. APPLICATIONS RECEIVED LATE DUE TO POSTAL/COURIER DELAYS OR OTHERWISE, OR THOSE THAT DO NOT FURNISH COMPLETE PARTICULARS, OR DO NOT HAVE THE DEMAND DRAFT (APPLICATION FEE) ENCLOSED OR ALL THE DOCUMENTS INDICATED IN THE APPLICATION FORM ATTACHED, WILL BE SUMMARILY REJECTED.

CHECKLIST

Verify that you have filled all fields in the application form and attached one self-attested copy each of:

- I. B.E./B.Tech/Graduation Examination Detailed Marks/ Proof of appearing in Final Graduation Examination obtained from Head of the Institution for those passing out in 2016. The Candidate has to submit the Course Completion Certificate on or before Sept 15, 2016.
- II. CAT/CMAT/GMAT/MAT 2015 & 2016 Valid Score Card (photo copy)
- III. Category Certificate (if applicable).
- IV. PWD Certificate (if applicable).
- V. Income Certificate for OBC Non-creamy layer should have been prepared on or after Jan 01, 2016.
- VI. DD for Rs.1000/- (Rs 500/- for SC/ST Candidate)

Draft Must be drawn on SBI NITK
Draft No. _____
Date: _____



For Office Use Only
Received On : _____
Entry No. : _____

**DEPARTMENT OF BUSINESS ADMINISTRATION
NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA,
(Institution of National Importance)
(Under Ministry of HRD, Government of India)
Haryana (India)- 136119
Application Form for Admission to
MBA Program for the Academic Session 2016-18**

1. **Name** (Use block letters and leave a blank space box between parts of name.)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

2. **Father's Name** (Use block letters and leave a blank space box between parts of name.)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

3. **Mother's Name** (Use block letters and leave a blank space box between parts of name.)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

4. **Date of birth** (as in Matriculation/Higher Secondary Examination Certificate)

Day **Month** **Year**

		/			/								
--	--	---	--	--	---	--	--	--	--	--	--	--	--

5. **Address for Correspondence/Present Address:** _____

City/Town _____ State/U.T. _____

Pin: _____ Mobile: _____ E-mail: _____

6. **Permanent Address (If different from present Address):** _____

City/Town _____ State/U.T. _____

Pin: _____ Telephone: _____ Mobile: _____

7. **Nationality:** _____

8. **Gender** _____

9. **Category** _____ (General/SC/ST/OBC) **Whether PH:** Yes / No

10. **Details of Examination Passed**

Exam Passed (B.E./B.Tech/Graduation)	Year	Roll No.	Division	Percentage/ Marks/ CGPA	University/Institute

11. CAT/CMAT/GMAT/MAT Registration No & Percentile. _____

12. Email (Email address exactly as supplied during CAT/GMAT/CMAT/MAT Registration): _____

13. Whether the applicant has ever been disqualified or debarred from appearing in any examination conducted by a University/Board. If yes, give particulars _____

DECLARATION BY THE APPLICANT

It is declared that all the entries made in this form are correct. I further declare that I fulfill the minimum eligibility conditions laid down for admission to MBA. In case of detection of any false entry, especially in respect of degree examinations, my admission be treated as cancelled any time during the course of my study and I will have no claim whatsoever.

Date

Signature of the Applicant

DECLARATION BY THE FATHER/GUARDIAN

I certify that my son/daughter/ward submits this application with my knowledge and consent and that I hold myself responsible for his/her good conduct and for his/her maintenance and payment of fees during the period he/she is on the Institute rolls.

Date

Signature of Father/Guardian

LIST OF ENCLOSURES

Attested copy each of:

- I. B.E./ B.Tech / Graduation Examination Detailed Marks/ Proof of appearing in Final Graduation Examination obtained from Head of the Institution for those passing out in 2016.
- II. Category Certificate (if applicable)
- III. CAT/CMAT/GMAT/MAT 2015 & 2016 Score Card (photo copy)
- IV. DD for Rs.1000/-

IMPORTANT: The application should be addressed to
CHAIRMAN

**MBA Admission Committee,
Department of Business Administration,
National Institute of Technology,
Kurukshetra-136119
Email : mba@nitkkr.ac.in, Phone: 01744-233524(O)**

IMPORTANT DATES TO REMEMBER

	Date
Last Date for Receiving Applications	08th April 2016
Display of List of candidates eligible for Group Discussion & Personal Interview	13th April 2016
Group Discussion & Personal Interview	23rd April 2016
Display of Merit List	25th April 2016
Admission Counseling	02nd May 2016
Display of Second List (Seats Vacant if any)	05th May 2016
Second Round Admission Counseling	09th May 2016

