

SVKM's NMIMS Deemed to be University

Kirit P. Mehta School of Law , Mumbai Campus.

Admission Information Handout

Master of Law (LL.M.) Program (Batch 2021)

1. Introduction:

This booklet gives information about the Admission Procedure for Master of Law (LL.M.) Program.

2. Specialization & Intake: Total 150 seats. Mumbai Campus.

Following specialization will be offered:

| Sr. No. | Specialization | Total seats |
|----------------|---------------------------|--------------------|
| 1 | Corporate Law | 30 |
| 2 | Intellectual Property Law | 30 |
| 3 | Constitutional Law | 30 |
| 4 | Financial Regulations | 30 |
| 5. | Criminal Laws | 30 |

3. Important Dates:

Start date for online registration: **Monday, 8th March 2021**

Last date for editable field (CLAT PG Score): **Sunday, 25th July 2021.**

Last date for online registration: **Sunday, 27th July 2021.**

4. Duration: This is full time one year program.

5. Eligibility criteria: (Fulfillment of all / applicable conditions mandatory)

- 5.1 The candidate should have passed in the examination conducted by a recognized University leading to award of LL.B. degree (minimum 50% aggregate marks).
- 5.2 The candidate shall have passed the Common Law Admission Test for LL.M. (CLAT PG) for 2021 with valid score **or** will have to appear for Online Entrance test conducted by NMIMS (Deemed to-be-University).
- 5.3 Candidates appearing for the final year examinations are eligible to apply. If selected, provisional admission will be given subject to clearing the final examination. Fees will be accepted from such candidates but their admission will be confirmed on the submission of final mark sheet within given due date.
- 5.4 Selected candidates must produce all mandatory documents at the time of admission. Migration certificate to be submitted in original by **Thursday, 30th September'2021**. Failing to meet this requirement, will result in the cancellation of admission and the fees paid will not be refunded.

- 5.5 At the time of admission, candidate has to produce semester-wise/ trimester-wise/ consolidated (only if individual mark sheets are not issued by University/Institute) mark sheet of all years of the college from which he/she is graduated. In case of internet copy of mark sheets, attestation by Principal with official seal is mandatory.
- 5.6 In case the mark sheets issued by applicable board / University is in percentile/s or grade point the actual aggregate percentage of all subjects appeared by the candidate will be taken into consideration.
- 5.7 The candidates, who have passed or, have appeared for graduation examination from a University where grade point average is given, must produce the equivalent percentage for the GPA/CGPA obtained in writing from the University concerned.
- 5.8 Submission of AIU equivalence certificate to confirm the eligibility for the program is mandatory for those candidates who have completed their graduation / post-graduation from Overseas University.
- 5.9 Candidates who have cleared their graduation by doing part-time course or through distance learning, correspondence courses, externally, open school from recognized University are eligible to apply and register as per UGC guidelines.
- 5.10 It is the sole responsibility of the candidate to ascertain whether they possess the necessary and requisite qualification for the admission at NMIMS, as verification of the document is done at the time of final admission.

6. Admission Process:

6.1 Online Registration & Payment of Registration:

- Visit www.nmims.edu for online registration
- Before filling the online form, please read all the instructions carefully mentioned in the instruction sheet, important dates and also Terms & Condition given in the online application form.
- Online Registration Fee of Rs.1500/- plus applicable taxes (Please refer online registration for payment details.)
- Registration Fee is non-refundable.

6.2 Call Letter:

Candidates registered successfully as per eligibility criteria will be called for Online Entrance test & Personal Interview. On the basis of information indicated in the Registration Form, call letter for Online Entrance Test & Personal Interview will be communicated to the candidate as per important dates through NMIMS website.

Candidates are required to download the call letter from NMIMS website www.nmims.edu and upload below mentioned document. No separate call letter will be mailed or posted to the candidates.

Submission of Documents: Candidate have to upload below mentioned list of document using the link given in call letter for **NMIMS Online Entrance Test and Personal Interview** . It is important and primary requirement to upload the mandatory documents to execute the Online Entrance Test and Personal Interview process.

List of Documents:

1. Copy of duly filled Online Application Form (mandatory)
2. 10th & 12th Mark sheet & certificate copy (mandatory)
3. Valid score card for Common Law Admission Test for LL.M (CLAT PG) for 2021 (if applicable)
4. Degree mark sheet all years – 5 years / 3 years & Degree Certificate (Convocation Certificate) (Mandatory)
5. Work Experience Certificate (if applicable)
6. Statement of Purpose (SOP) (mandatory)
7. Any Research/ Academic contribution by you in the form of Publication
8. Credentials for participation in co-curricular activities and competitions like Moot Court
9. Short term certificate course or participation in workshops/ seminars

Candidate will not be permitted to attend **NMIMS Online Entrance Test/ Personal Interview** or to join the program unless he/she has uploaded list of Documents (as mentioned above) on time AND complete the selection process successfully.

A set of photocopy of the above mentioned documents have to be kept handy by candidate when they appear for NMIMS Online Entrance Test & personnel interview.

- Candidate's application form will not be considered if they fail to upload the above mentioned documents **on or before Monday, 2nd August 2021 by 12.00 noon**
- No candidate without call letter will be permitted to appear for the Online Entrance Test & personal interview.
- Candidate must carry any one requisite original ID proof for appearing for the Online Entrance Test & personal interview.

List of ID proof:

1. Voters ID
2. Passport
3. School/College ID
4. Aadhar Card
5. Driving License (Learner license will not be accepted)
6. PAN Card

7. Selection Procedure:

NMIMS Online Entrance Test / Common Law Admission Test for LL.M – 2021 (CLAT PG) and Personal Interview

Please refer important dates on website (www.nmims.edu) for Online Entrance Test and Personal Interview dates.

Note : Those candidates who have valid scores in Common Law Admission Test (CLAT PG) are exempted from NMIMS online entrance test. Personal Interview will be conducted for all candidates.

Such candidates (belonging to the above category) will be given one more mark than the consolidated score of the candidate who has scored highest in (paper I & paper II) Online Entrance test, incase highest score is not 100%. If the highest score is 100%, the same score will be considered.

NMIMS Online Entrance test : Maximum Marks 150

| SECTION | Particulars | No. of Questions | Max. Marks |
|------------|---------------------------|------------------|------------------|
| Section I | Multiple Choice Questions | 130 Questions | 130 Marks |
| Section II | One Essay Type Question | 1 Question | 20 marks |
| | | Total | 150 marks |

Personal Interview : Maximum Marks: 60

- Final merit list will be prepared on the basis of the marks obtained in the Online Entrance Test & Personal Interview.
- Admission offer is given as per merit and vacancy. WAITLISTED candidates have to check their merit list status as per date given on the website.
- Once the merit list is declared, candidate has to login to check result on NMIMS portal using his / her credentials. If selected, candidate has to **accept or reject** the offer. If, offer is accepted, SELECTED candidate should upload necessary required document at the link provided in the admission offer letter, and after verification of the uploaded documents by admission department; the candidate will get the fee payment notice e-mail (RTGS / NEFT details) for the payment of course fees within the stipulated time frame.
- Changing of preference will be considered, only if you are selected & offer given for higher preference in the subsequent merit list as per preference, merit rank and availability of seat.
- The selection will be solely based on merit.
- The cut-off for deciding the merit shall lie solely with NMIMS.

8. Program Fees:

- The Fees for Master of Law (LL.M.) Program for the year 2020-21 was Rs.1,27,000/-p.a.
- The fees for the year 2021-22 will be declared at the time of admission.

9. Refund Rules:

If a student chooses to withdraw from the program of study in which he / she is enrolled, the institution shall follow the following five-tier system for the refund of fees* remitted by the student.

| Sr. No. | Percentage of Refund of Fees* | Point of time when notice of withdrawal of admission is received in the Higher Educational Institutions (HEI) |
|---------|-------------------------------|--|
| (1) | 100% | 15 days or more before the formally-notified last date of admission (on or before 2nd September 2021) |
| (2) | 90% | Less than 15 days before the formally-notified last date of admission (3rd September 2021 to 18th September 2021) |
| (3) | 80% | 15 days or less after the formally-notified last date of admission (19th September 2021 to 3rd October 2021) |
| (4) | 50% | 30 days or less, but more than 15 days, after formally-notified last date of admission (4th October 2021 to 18th October 2021) |
| (5) | 00% | More than 30 days after formally-notified last date of admission (19th October 2021 onwards) |

In case of (1) in the table above, the deduction will be 5% of the fees paid as processing charges from the refundable amount subject to maximum of Rs.5000/-

Note :

1. The above refund rules are as per University Grant Commission (UGC) notification on Refund of fees and Non – Retention of Original Certificate.
2. Candidates to refer Important Dates of the respective programme.

10. Important instructions:

- **For cancellation/ withdrawal of admission:** Withdrawal / cancellation means voluntary withdrawal / cancellation of admission by candidate for any reason. Candidate should email at admissioncancellation@nmims.edu, the soft copy of admission cancellation form duly filled and signed, fee paid receipt copy & cancelled cheque (personal account).

The cancellation form is made available on the website (www.nmims.edu & <https://www.nmims.edu/students/>)

- Please note that it is responsibility of the candidate to check whether he/she is eligible to apply for the Program as per the eligibility criteria declared on the website. NMIMS has full right to disqualify a candidate at any stage of admission process if found ineligible. In such case, the admission of the candidate even if selected and fees paid stands cancelled and the fees paid will be forfeited.
- Please see the important dates and preserve it as a guide. All announcements from the University will be through its web site www.nmims.edu. No separate call letter / admission offer letter (if selected) will be sent by email / courier / post.

- If at any stage, it is found that a candidate does not satisfy the eligibility criteria or the information furnished by him/her in the application form is incorrect, his/her application for admission to the program, even if selected, will stand cancelled and fees will be forfeited.
- Candidate's documents will be verified at the time of admission (if selected) & if found not eligible, admission will be cancelled and fees will be refunded as per prescribed refund rule.
- Canvassing in any form will disqualify the candidate.
- All matters of disputes will be subject to the legal jurisdiction of Mumbai only.
- NMIMS has full right to disqualify a candidate at any stage of admission process if found ineligible. No separate intimation will be given.
- For any queries, please write to lawadmissions@nmims.edu **ONLY**

11. CONTACT INFORMATION:

NMIMS Admission /Application / Technical related queries

- a) Toll Free No.: 18001025138 Monday to Saturday (except public holidays)
- b) Phone Support: 022-42355621/ 5622 / 5624 Monday to Saturday (except public holidays)
- c) Email Support: lawadmissions@nmims.edu

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Kirit P. Mehta School of Law, Mumbai

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Format for Preparing SOP

[Student to indicate in approx. 200-300 words as to why he/she wants to pursue Master of Law (LL.M.)]