

SVKM's Narsee Monjee Institute of Management Studies
Kirit P. Mehta School of Law, Mumbai Campus
&
School of Law, Navi Mumbai, Bengaluru (Bannerughatta), Hyderabad (Jadcherla), Indore,
Chandigarh & Dhule Campuses

Admission Information Handout

B.A., LL.B. (Hons.) & B.B.A., LL.B. (Hons.) (Batch 2019)

1. Introduction:

This booklet gives information about the Admission Procedure for B.A., LL.B. (Hons.) & B.B.A., LL.B. (Hons.) (5 years integrated program/s)

2. Campus, Program & Intake:

Sr. No	Campus	Program/s	Intake
1	Mumbai	B.A., LL.B. (Hons.)	60
		B.B.A., LL.B. (Hons.)	60
2	Navi Mumbai	B.A., LL.B. (Hons.)	60
		B.B.A., LL.B. (Hons.)	60
3	Bengaluru (Bannerghatta)	B.A., LL.B. (Hons.)	60
		B.B.A., LL.B. (Hons.)	60
4	Indore	B.A., LL.B. (Hons.)	60
		B.B.A., LL.B. (Hons.)	60
5	Hyderabad (Jadcherla)	B.B.A., LL.B. (Hons.)	60
6	Chandigarh	B.B.A., LL.B. (Hons.)	60
7	Dhule	B.B.A., LL.B. (Hons.)	60

3. Important Dates:

Start date for online registration: Thursday, 21st February' 2019

Last date for online registration: Sunday, 16th June' 2019

4. Duration of the course: 5 Years

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

5.1 The candidate must have passed 10 + 2 or equivalent exam from recognized board from any stream in the first/one attempt and should have obtained minimum 50% aggregate marks.

5.2 A candidate who has passed 10+2 or equivalent examination from IB Board should be either IB certificate or DP awarded with 24 credits compulsory, having passed 3 HL with minimum (12 credits) & 3 SL with minimum (9 credits) mandatorily from any stream.

- 5.3 Either CLAT or LSAT Score is Mandatory for B.A., LL.B. (Hons.) & B.B.A., LL.B. (Hons.) program/s.
- 5.4 Candidates of CBSE, ICSE, should mention in the online registration / e-admission form (if selected) 10+2 or equivalent aggregate marks of all the subjects for which the candidate has appeared for (not best of four, five, six or seven). The candidate shall have passed all the subjects for which the candidate has appeared; aggregate percentage of all subject(s) for which the candidate has taken and appeared will be taken into consideration for confirming eligibility of the candidate for the program at the time of admission.
- 5.5 In case the mark sheet issued by the applicable Board / Institution is in percentile/s, the actual aggregate percentage of all the subjects appeared by the candidate will be taken into consideration.
- 5.6 For IB & Cambridge Candidate:**
Candidates called for admission on the basis of merit list and who do not have final mark sheet will be given “Provisional Admission” based on predicted scores. Fees will be accepted from such candidate but their admission will be confirmed on submission of final mark sheet before the commencement of the program if found eligible.
Marksheet/Transcript issued by Board/University only be considered (School/Institute will not be accepted)
- 5.7 Submission of AIU certificate to confirm the eligibility for the program is mandatory for those candidates who have completed their (10+2) examination from Overseas Universities.
- 5.8 Those candidates who have passed, or, are appearing for 10+2 examination from a Board/University where Grade Point Average is given, such candidates must produce in writing from the Board/University concerned, the equivalent percentage for the GPA /CGPA obtained.
- 5.9 Candidate whose final mark sheet is not available at the time of admission are required to submit internet copy of result duly attested by Principal of the school / college, failing which candidate will not be admitted for the program.
- 5.10 Only single mark sheet with all compulsory subjects taken and passed in one/first attempt is mandatory, no compartmentalized mark sheet will be considered.
- 5.11 Candidate will not be eligible if any subject is marked as ungraded/fail in the marksheet /grade sheet. For absent/ungraded in any of the additional/non mandatory subject will be consider as eligible provided such candidate is declared as pass by respective board.
- 5.12 Candidates appearing for their final 10+2 or equivalent examination can also apply but their admission to the courses will be subject to above criterion, obtaining the required minimum cut off marks and also producing all the necessary documents, in original, within the given stipulated time.

5.13 In any stage, if it is found that the equivalence certificate, 10th, 12th marks & CLAT or LSAT score given by candidate in online form is different, such candidate will not be considered for admission and if admitted his/ her admission will be cancelled & fees will be forfeited.

6. Admission Process:

6.1 Online Registration & Payment of Registration:

- Visit www.nmims.edu for online registration.
- Online Registration Fee of Rs. 1200 /- plus applicable taxes (Please refer online registration for payment details.)
- Registration Fee is non-refundable.

6.2 Selection Process:

- Merit list will be prepared on the basis of CLAT or LSAT score & the program/campus preferences for the course given by the candidate at the time of online registration.
- The preferences once given in online registration cannot be changed later.
- The merit list will be put up on the NMIMS website as per important dates.
- The decision of the Institute will be final in this regard and no inquiries or correspondence in this regard will be entertained.
- **Candidates are required to update 12th marks & CLAT or LSAT Score in online application form on or before last date of registration.** No score will be accepted after closure of registration. **Candidate will not be considered for merit list if they fail to update the same or their result is not available during this period.**
- **It is the sole responsibility of the candidate to ensure correct CLAT or LSAT & 12th score is entered in online form.**

7. Program fees for batch 2018: (For Information only).

Program fees for 1st year BA. LL.B. (Hons.) & BBA. LL.B (Hons.) for academic year 2018 was Rs. 2,00,000/-p.a.

The fees for 1st year academic year 2019 will be declared at the time of admission / will be mentioned in the Admission call letter.

8. 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 15th July 2019)
(2)	90%	Less than 15 days before the formally-notified last date of admission (16th July 2019 to 31st July 2019)
(3)	80%	15 days or less after the formally-notified last date of admission (1st August 2019 to 15th August 2019)
(4)	50%	30 days or less, but more than 15 days, after formally-notified last date of admission (16th August 2019 to 30th August 2019)
(5)	00%	More than 30 days after formally-notified last date of admission (31st August 2019 onwards)

In case of (1) in the table above, the HEI concerned shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.

Note: Candidates to refer Important Dates of the respective programme.

The above refund rules are as per University Grants Commission (UGC) notification on Refund of Fees and Non-Retention of Original Certificates of October, 2018 and are subject to revision as per UGC notification (as applicable). Please note the closure of admission/last date of admission as mentioned in the refund is Wednesday, 31st July, 2019.

8) Important instructions:

- Merit list will be prepared on the basis of the performance of the candidate as per CLAT or LSAT scores, vacancy & program/campus preferences given.
- Candidates will be offered Preferred Campus based on the availability of seat & candidates merit rank.
- Changing of campus will be considered as per preference, merit rank and availability of seat after the admission is granted to particular campus till the course commencement date only.
- Change of campus is **not** allowed after commencement of the program
- For cancellation of admission: Cancellation request letter & original fee receipt to be scanned and sent by courier/ post to Mumbai address as below:

To: NMIMS, Admission Department
SVKM's Narsee Monjee Institute of Management Studies
V.L. Mehta Road, JVPD Scheme.
Vile Parle (West), Mumbai – 400 056

The cancellation form is made available on the website www.nmims.edu

- Please see the important dates and preserve it as a guide. All announcements from the institute will be through its web site: www.nmims.edu and no individual communication will be sent to the candidates.
- Submission of Physical copy of any result will **NOT** be entertained during online registration; candidate has to produce hardcopy of the document with original at the time of admission on selection only.
- 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 admission to the course, even if selected, will stand cancelled and fees if paid 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 forfeited.
- Canvassing in any form for admission will disqualify the candidate.
- All matters of dispute 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.
- It is sole responsibility of the candidates to ascertain whether they possess the necessary and requisite qualification for the admission to the courses at NMIMS