

# ST. JOSEPH'S INSTITUTIONS - PONDICHERRY UNIVERSITY (DIRECTORATE OF DISTANCE EDUCATION) MBA TWINNING PROGRAM

## ADMISSION GUIDELINES FOR AY 2022-23 BATCH

St. Joseph's Institutions and Pondicherry University Directorate of Distance Education heartily welcome and congratulate all the candidates who are aspiring to pursue MBA twinning program through St. Joseph's institutions, Bangalore for the AY 2022-23

**MINIMUM ELIGIBILITY** - X STD , XII/PUC and 3 Years UG Degree Program or Any Equivalent Diploma studied in recognized boards and UGC. Candidates should have secured minimum of 50% (Aggregate) and above in any UG Degree Program or Any Equivalent Diploma recognized by UGC

CUTOFF CRITERIA					
MBA Finance	MBA Human Resource Management	MBA Operations & Supply Chain Management	MBA General	MBA International Business	MBA Marketing
65%	60%	60%	55%	55%	50%

### STEP 1: REGISTRATION AND ADMISSION PROCESS

- **LEVEL ONE** : All the candidates interested to pursue MBA Twinning Program through ST. JOSEPH'S INSTITUTIONS with Pondicherry University-DDE are required to compulsorily register by logging to our website [www.sjput.in](http://www.sjput.in). Register yourself by paying Rs 100/- and filling all details in the level 1 admission link <https://sjput.collegephins.com/admreg/>  
**Note: Level 1 has to be completed first to proceed to level 2**
- **LEVEL TWO**: After the candidate has registered and applied to the course through our website [www.sjput.in](http://www.sjput.in) on the level one admission link, you are enabled and expected to move to level two admission link <https://pondidladmission.samarth.edu.in/> and fill all the fields carefully and upload all relevant documents. Kindly select the study centre as St. Joseph's College, Bangalore.
- **Completion of level 1 and level 2 is mandatory for admission process. Any clarification, students are expected to visit the MBA twinning office personally on all working days between 9:30 am to 4:30 pm.**

## **STEP 2: ANNOUNCEMENT OF SELECTED, WAITING AND REJECTED LIST**

- **Selected List:** Candidates who have been selected with above minimum eligibility, cutoff criteria will be approved and communicated to your registered email id.
- **Waiting List:** Candidates below cut-off will be put under waiting list and they will be invited by admission committee based on the availability of seats.
- **Rejected list:** Candidates who have not fulfilled the minimum qualification as per the University/UGC will be rejected and no query will be entertained

## **STEP 3: DOCUMENTS TO BE CARRIED DURING THE ADMISSION FINALIZATION PROCESS**

Students are expected to compulsorily carry the following documents for scrutiny during interview and admission finalization

- Original X STD marks card
- Original XII STD /PUC marks card
- Original 3 Years UG Degree Program or Any Equivalent Diploma marks cards
- Original UG Degree Course completion certificate or Provisional certificate (\*Provisional certificate will be accepted only from candidates who have completed their degree during the AY 2021-22)
- 2 Formal recent passport size photographs ( Hard Copy)
- Adhar Original with one photo copy

## **STEP 4: PAYMENT OF FEES**

- **COLLEGE ADMISSION FEES:** College Admission Fees of Rs 6000/- to be paid online using UPI / Paytm/ Google / Phone Pay/Debit/Credit Card
- **UNIVERSITY SEMESTER FEES:** First instalment Semester Fees of Rs 15500/- to be paid ONLINE using UPI / Paytm/ Google / Phone Pay/Debit/Credit Card

**Note:** Both payments are expected to be paid during the document verification and admission finalization in the campus

## **STEP 5: PROVISIONAL ADMISSION**

Candidates who have fulfilled the required admission process, paid fees and submitted challans are provisionally admitted. Permanent register number and section allotment will be uploaded on website. Identity card and hand book will be issued on the first day of college

**Note:** Any anomalies and misrepresentation by students in submission of documents will be rejected

## **STEP 6: ORIENTATION AND COMMENCEMENT OF CLASSES**

- Orientation program for MBA Finance is tentatively scheduled on Sunday 23 October 2022
- Orientation program for MBA HR, IB, General, Marketing and Operation & Supply Chain Management are scheduled on Sunday 30<sup>th</sup> October 2022
- Regular Classes will commence from Sunday 6<sup>th</sup> November 2022
- Attending orientation and first day of college is mandatory

**Coordinator**

**Director**