

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

**#25, Museum Road, Bangalore, Karnataka, India
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ADMISSION GUIDELINES FOR AY 2024-25

The management of the MBA Twinning Program at the Bangalore Centre welcomes and congratulates all candidates who have registered for the admission process to pursue the MBA Twinning Program at St. Joseph's, Bangalore for the academic year 2024-25.

ELIGIBILITY

Candidates must have completed X STD, XII/PUC, and a 3-year UG Degree program or any equivalent diploma program from recognized colleges/institutions/boards/AICTE/UGC. A minimum of 50% aggregate in any UG degree program or equivalent diploma recognized by UGC/AICTE or any statutory body recognized by the Government of India is required.

CUTOFF CRITERIA FOR AY 2024-25

MBA Finance	MBA Human Resource Management	MBA Operations & Supply Chain Management	MBA General	MBA International Business	MBA Marketing
62%	60%	60%	55%	55%	50%

STEP 1: REGISTRATION AND ADMISSION PROCESS

****LEVEL ONE:**** All registered candidates wishing to pursue the MBA Twinning Program with Pondicherry University-DDE through St. Joseph's Institutions must apply online via www.sjput.in. Kindly click on the admission link <https://sjput.collegephins.com/admission/> and complete the filling of your application form without errors.

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

- ****Selected List:**** Candidates who meet the eligibility and cutoff criteria will be approved and notified via their registered email ID, website, and WhatsApp group with details about the admission date, time, venue, and required documents.
- ****Waiting List:**** Candidates below the cutoff but meeting the minimum eligibility will be placed on a waiting list and invited by the admission committee based on seat availability.
- ****Rejected List:**** Candidates who do not meet the minimum eligibility and cutoff percentage as prescribed by the institution will be rejected. Queries will not be entertained unless there is a genuine appeal.

STEP 3: DOCUMENTS TO BE CARRIED DURING THE ADMISSION PROCESS

Download the application form, include one set of the following photocopies, and bring the original mark sheets for verification. The originals will be returned after verification.

- Original X STD marks card
- Original XII STD/PUC marks card
- Original 3-year UG degree program or equivalent diploma marks cards
- Original UG degree course completion certificate or provisional certificate (*provisional certificate will be accepted only from candidates who completed their degree during AY 2023-24)
- Two recent passport-size photographs (hard copy)
- Original Aadhar card with one photocopy

STEP 4: PAYMENT OF FEES and FILLING UNDERTAKING FORM

Students are expected pay the College admission fees of Rs. 7500/- online using UPI/PAYTM/GOOGLE PAY/PHONE PAY/DEBIT/CREDIT CARD after document verification and approval of admission. **Fees paid are non-refundable**

ALL THE STUDENTS ARE EXPECTED TO FILL THE UNDERTAKING FORM OF COMPLIANCE PERTAINING TO ATTENDANCE, CLASSROOM DECORUM, INTERNAL ASSESSMENT AND CAMPUS CULTURE

STEP 5: LEVEL 2 - REGISTRATION IN UNIVERSITY SAMARTH PORTAL

Eligible students who completed LEVEL ONE will be invited to LEVEL TWO. This process is crucial and important. Students must fill out the online university application form after paying Rs. 300/- and logging into the provided link. Any mistakes in the university application form will not be rectified.

****University Semester Fees:**** of Rs. 26750/- to be paid online using UPI/PAYTM/GOOGLE PAY/PHONE PAY/DEBIT/CREDIT CARD within 7 – 10 working days after the approval of the College admission committee. ***Note:**** Fees paid are non-refundable.

STEP 6: PROVISIONAL ADMISSION

Candidates who have fulfilled the admission process, paid fees, and submitted challans will be provisionally admitted. The permanent registration number and section allotment will be uploaded on the website. Identity cards and handbooks will be issued during second week of college.

****Note:**** Any anomalies and misrepresentation in documents will result in rejection of admission at any stage.

STEP 7: ORIENTATION AND COMMENCEMENT OF CLASSES

Orientation and commencement of regular classes are scheduled for Sunday, September 22, 2024, at 9:00 AM. Attendance is compulsory on the first day of the College.

COORDINATOR

DIRECTOR