

## ST. JOSEPH'S MBA TWINNING PROGRAM

### Admission guidelines to students registered for June 2022-23 batch

#### GREETINGS

The Bangalore Jesuit Educational Society – St. Joseph's Institutions and Pondicherry university Directorate of distance education program take immense pleasure in congratulating all the candidates who have registered online for MBA Twinning Program for the AY 2022-23 June Batch.

#### STEP 1: REGISTRATION PROCESS

All the candidates interested to pursue MBA Twinning Program 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 admission link <https://sjput.collegephins.com/admreg/>

#### STEP 2: MINIMUM ELIGIBILITY AND CUTOFF CRITERIA

- X STD PASS, XII STD PASS and 3 Years any UG Degree Program or Any Equivalent Diploma recognized by UGC
- Candidates with minimum of 50% (Aggregate) and above in any UG Degree Program or Any Equivalent Diploma recognized by UGC

Specialization wise qualifying criteria (\* Overall percentage will be taken into consideration)

MBA Finance	MBA HRM	MBA General	MBA International Business	MBA Supply Chain Management	MBA Marketing	MBA Tourism
<i>*Notified during Second Week of May 2022</i>						

#### STEP 3: ONLINE APPLICATION FORM (Tentatively scheduled to be released during third week of May 2022)

Candidates who have registered online are expected to login to our website ([www.sjput.in](http://www.sjput.in)) and visit admission menu during post 15<sup>th</sup> May 2022. Kindly pay application form fee of Rs 500/- through online portal and fill University and College application forms correctly. Print the application forms and carry the same on the day of interview with supporting documents.

#### STEP 4: ANNOUNCEMENT OF SELECTED, WAITING AND REJECTED LIST

**Selected List:** Candidates who have been selected with above minimum eligibility, cutoff criteria will be announced specialization wise on the website. Interview schedule will be published in the admission segment separately

**Waiting List:** Candidates below cutoff 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 5: DOCUMENTS TO BE CARRIED ALONG WITH APPLICATION FORM

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

- Original and two photo copies of X STD marks card
- Original and two photo copies of XII STD marks card
- Original and two photo copies of 3 Years UG Degree Program or Any Equivalent Diploma marks cards
- Original and two photo copies of 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)

#### **STEP 6: PERSONAL INTERVIEW AND ISSUE OF FEE CHALLANS**

Candidates who have fulfilled all the set requirements will be interviewed by the admission officers for finalization of the admission and successful candidates will be issued fee challans

#### **STEP 7: PAYMENT OF FEES AND SUBMISSION OF PAID FEE CHALLANS**

University fee challan will be issued to successful candidates and they are expected to pay

- College Admission Fees of Rs 6000/- to be paid online using UPI / Paytm/ Google / Phone Pay/Debit/Credit Card
- First installment Semester Fees of Rs 15500/- to be paid at Indian Bank ( Any Branch) after filling the challan provided by the College
- Both payments are expected to be paid within 3-5 working days and bank acknowledged Challans ( College/University copies) to be submitted at MBA office for the completion of admission process
- Note: Students who do not pay and submit Challans will forfeit their seats. College will not entertain any further communication

#### **STEP 8: 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.

**Director**

**Coordinator**