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

ADMISSION GUIDELINES FOR AY 2023-24 BATCH

Online Admission Process at College Level commences from Wednesday 3 May 2023.

https://sjput.collegephins.com/admission/

St. Joseph's Institutions and Pondicherry University Directorate of Distance Education heartly welcome and congratulate all the candidates who are aspiring to pursue MBA twinning program through St. Joseph's institutions, Bangalore for the AY 2023-24

> **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
60%	55%	55%	50%	55%	50%

STEP 1: ADMISSION PROCESS

- **LEVEL ONE :** All the candidates interested to purse MBA Twinning Program through ST. JOSEPH'S INSTITUIONS with Pondicherry University-DDE are required to apply online through our website www.sjput.in. Online application forms are available on websie. Admission link https://sjput.collegephins.com/admission/

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- **LEVEL TWO**: Students who have applied to MBA Twinning Programme will be intimated about applying the Level 2 application form.

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- **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 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 6500/- to be paid online using UPI / Paytm/ Google / Phone Pay/Debit/Credit Card
- **UNIVERISTY 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

Dates on Orientation of classes and commencement of classes will be intimated to you.

Coordinator   **Director**