



The MBA Program

The Institute of Chartered Financial Analysts of India University, Tripura

Academic Support & Placement Assistance

The Icfai Foundation in association with other agencies, offers academic support and placement assistance programs to the students as indicated below:

- > Courseware, E-learning package and Continuous learning inputs
- > Training classes
- > Internship program
- > Special placement scheme
- > Web services 24x7
- > EMI scheme for payment of fee

For further information and advice, you may contact the following branch:



Recognizing the globalization imperative, the ICFAI University has established a close networking relationship with leading institutions and professional bodies around the world.



The Association to Advance Collegiate Schools of Business, USA, International: AACSB is the professional association for college and university management education and the premier accrediting agency for Bachelor's, Master's, and Doctoral degree programs in business administration and accounting. IBS® is a member of AACSB International, which connects it to the global network of educational institutions, corporate and non-profit organizations.

European Foundation for Management Development, Belgium: Founded in 1972 at Brussels, Belgium, EFMD is a not-for-profit association of management education providers and leading companies. EFMD designed an international system of strategic audit and accreditation, called European Quality Improvement System (EQUIS). IBS® is a member of EFMD.



EUROPEAN FOUNDATION FOR MANAGEMENT DEVELOPMENT, BELGIUM



AAPBS
ASSOCIATION
OF ASIA PACIFIC
BUSINESS
SCHOOLS

Association of Asia Pacific Business Schools, Korea: AAPBS was established in October 2004, with a mission to provide leadership and representation in order to advance the quality of business and management education in the Asia Pacific Region. The Association will accomplish its mission by collaborating in research and teaching, and working in partnership to improve business school standards and quality. AAPBS and its members are striving to understand and develop a solid paradigm for an Asian Management education model with a global context. The IBS® is a member of AAPBS.

European Case Clearing House, UK and USA: ECCH is the single largest source of management case studies in the world. They hold and distribute over 16,000 cases produced by some of the world's best-known management teaching establishments. Established nearly 30 years ago, ECCH has grown significantly as the interest in the case teaching method has increased. ECCH offices are based at Cranfield University in England and Babson College, Massachusetts, USA. The ICFAI University and its research centers are among the top 5 contributors of case studies to ECCH.



EUROPEAN CASE CLEARING HOUSE, UK & USA



Asian Securities Analysts Federation, Sydney, Australia: ASAF was founded in 1979 to promote the interests of the investment community of Asia and Oceania and to encourage and assist in the development of the profession of securities analysts. ASAF and the European Federation of Financial Analysts Societies (EFFAS) have promoted the Association of Certified International Investment Analysts (ACIIA).

The Association of Certified International Investment Analysts, Switzerland: ACIIA is a not-for-profit organization limited by guarantee, established in Switzerland in June 2000. The ACIIA is an international association made-up of independent Federations and National societies, which represent finance and investment analysts. The Council for Portfolio Management and Research (CPMR) is a member of ACIIA. ACIIA allows the members of CPMR to appear for the final examinations directly.



ASSOCIATION OF CERTIFIED INTERNATIONAL INVESTMENT ANALYSTS, SWITZERLAND



THE CHARTERED INSURANCE INSTITUTE, UK

The Chartered Insurance Institute, UK: CII is the premier professional organization for those working in the insurance and financial services industry. It is dedicated to promoting higher standards of competence and integrity through the provision of relevant qualifications for employees at all levels and across all sectors of the industry. The CII has 90,000 members and has been at the forefront in setting professional standards for the insurance industry for over a century. The MS (Insurance) Program of the ICFAI University has been granted accreditation from CII, UK.

The Association of Chartered Certified Accountants: ACCA is well known international accountancy body. ACCA is one of the leading accountancy bodies in the world and has standing of over 100 years. It provides highly acclaimed professional qualifications to students in the area of accountancy. With statutory recognition in the UK and Ireland and recognition under the EU's Mutual Recognition Directive, it is recognized in many countries around the world. The MS (Accounting) Program of the ICFAI University has been granted accreditation from ACCA, UK.



THE ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS, UK



Courseware and E-Learning Package

From the Icfai University Press

Courseware

The Icfai University Press publishes the courseware for the MBA Program as per the curriculum of the ICFAI University, Tripura. The courseware includes textbooks, workbooks, study guides and books of readings. Initially the courseware is supplied for the first group only, so that the students will always get the latest editions as they progress in their studies.

Textbooks: Textbooks are specially designed for independent study by the students.

Study Guides: Study guides provide crisp and concise information of all the contents of the subjects. They will help the students revise and refresh their knowledge on all the topics.

Workbooks: Workbooks are designed to help the students in preparing for the examinations.

Model Question Papers: The model question papers are accompanied by possible solutions. Model question papers are meant to give the students an idea about the format and the academic rigor of the examination. They are included in the workbooks. Assignments for self evaluation and case studies are also supplied as a part of the courseware.

Cost: The cost of the courseware is Rs.45,000. It also includes cost of E-learning package for first three groups only.

E-learning package

The E-learning package is designed to help the flexible learning students study in a convenient computer-based environment. The students of MBA Program enjoy the flexibility of independent self-study through the E-learning package. The students can study at their own place, pace and time. Learning through CD-ROM allows the students to take advantage of E-learning benefits without the need for an Internet connection. The learning experience becomes more in-depth, flexible, convenient, personalized and above all enjoyable. The E-learning package is rich and valuable; quite often more convenient than classroom learning.

Case Study Focus and Continuous Learning Inputs

The Case Study Approach

As the MBA Program is uniquely designed to develop management perspective and skills, the case method is integrated as a dominant tool in the education methodology. The program will use case studies of reputed Indian and international companies. Case studies are widely acknowledged as a very effective learning aid.

Continuous Learning Inputs

Magazines and journals play a very important role in updating knowledge. Students are provided with the *Effective Executive*, *The Analyst* and *Case Folio*, monthly publications of the Icfai University Press as continuous learning inputs.

Benefits of the E-learning package

The E-learning package helps students to:

- upgrade knowledge and skills according to their schedule.
- control learning by taking courses at their own pace.
- access the resources on 24 X 7 basis.
- increased retention levels with the help of audio-visual aids.
- learn anywhere, anytime, at home, work, or at any convenient place including traveling.
- study online the chapters and other resources.
- test their understanding from time to time throughout the package.

E-learning package includes

- E-Textbooks
- E-Lectures
- Lecture Notes
- Quiz
- Articles and Additional Readings
- Glossary
- Mock Tests

Training Classes

Offered by Minerva Mentors

Inputs are provided to the students of the MBA Program through comprehensive courseware including high quality textbooks, study guides, workbooks, model question papers and the relevant publications as continuous learning inputs.

Further, in order to supplement the students efforts through self-study, the students are encouraged to attend training classes offered by *Minerva Mentors* at places where the branch offices are located. The training classes constitute an important stage in the learning methodology by enabling the students to gain an in-depth understanding of the subjects. They provide a platform to the students for better understanding of the concepts and also to clarify any doubts in the respective subjects and therefore prepare well for the examinations.

The training classes facilitate in coping with the rigor of the MBA Program. They are beneficial to all the students enrolling in the program; especially for working executives and professionals who may not find sufficient time to prepare and plan for the examinations well in advance.

Benefits of attending the training classes

Regular attendance of the training classes enable students to:

- gain in-depth understanding of the subjects covered.
- understand the concepts well.
- understand the examination pattern and obtain tips on preparing well for the examinations through discussion of previous question papers.
- discuss and clear doubts and queries pertaining to the topics covered in the subjects.
- get into a disciplined mode and regular study.

Training Classes

The training classes are need-based and are conducted subject to registration of minimum number of students. For more details students are requested to contact the respective branch.

4 times a year

The training classes are conducted by *Minerva Mentors* during weekends/evenings, four times a year, i.e., from January to March, April to June, July to September and October to December.

Duration

The classes for each subject are scheduled for 36 sessions of 1 hour 15 minutes each covering a total of 45 hours.

Fee

Students who plan to attend the training classes are required to pay a fee of Rs. 12,000 for the three Groups A, B and C, at the time of enrollment into the MBA Program. If the students wish to join the training classes subsequently after their enrollment into the program, they are required to pay Rs. 15,000 @ Rs.2,500 per subject.

Registration for training classes

Students are strongly advised to register for training classes, when they enroll for the MBA Program. Alternatively, they may register for training classes as per the dates indicated below:

For the Training Classes conducted during	Last Date for Registration
Oct - Dec, 2007	Sept 25, 2007
Jan - Mar, 2008	Dec 24, 2007
Apr - Jun, 2008	Mar 25, 2008
Jul - Sep, 2008	Jun 26, 2008



Minerva Mentors, offers a wide range of customized training solutions for the benefit of students, preparing for rigorous national and international professional programs. *Minerva Mentors* has developed a unique ThreeStep approach:

MasterClass : Classroom interaction between faculty and students.

BootCamp : Intensive training workshops/seminars for rapid revision.

ExamGuide : Subject - specific test preparation.

Minerva Mentors offers training classes at over 100 locations all over the country to help the students of MBA Program learn on accelerated path and prepare them for the examinations.

Internship Program

Offered by Cygnus Business Consulting & Research
www.cygnusindia.com

Normally internship opportunities are available only for students of business schools who pursue the MBA Program on full-time basis. Such an opportunity is now being created by Cygnus even for the students of flexible learning programs so that they also have the benefit of internship experience like the students of full-time programs. A good internship program properly supervised and coordinated will enhance the application skills of the students leading to good final placements. Thus, internship is a stepping stone for getting a final placement with blue chip companies.

Internship leads to applying knowledge to work, developing application skills, and gaining practical hands-on work experience. Internship is meant to bridge the gap between real-life business and academic learning. It helps students experience the rigors of work place. The basic aim is to provide students with the relevant live projects that enable them meet their professional goals, strengthen their knowledge and skills, and establish a network of contacts for exploring future opportunities.

Internship Program

Cygnus Business Consulting & Research offers wide-ranging internship opportunities for the students of the ICFAI University.

Internships will be offered initially at Ahmedabad, Bangalore, Chennai, Hyderabad, Kolkata, Mumbai, New Delhi and Pune. Other cities will be considered in due course of time. The participation in internship program is need-based.

Students are encouraged to undergo internships in two modules. They can take up the first module after completing Group D and the second module after completing Group H.

Each module of internship will be for 4 weeks on full-time basis or for 8 weeks on part-time basis.

The internship programs are carefully structured around individual career goals, keeping in mind the skill-sets currently in demand. They are coordinated and supervised by experienced consultants.

Students who opt for the internship program are required to pay a fee of Rs. 8,000 for the first module at the time of enrollment. If the students wish to join internship program after their enrollment, they are required to pay Rs. 10,000 towards the fee for the first module of the internship program.

Students who successfully complete the internship program will receive the necessary service certificate from Cygnus along with approved reports/studies prepared by them.



Cygnus Business Consulting & Research is a global knowledge products and services organization, focused on enabling its customers grow profitably. Cygnus publishes a range of reports covering economies, industries and companies - globally. Besides, Cygnus takes up projects on business research, credit appraisals, equity research and business consulting. Its customers include a number of leading corporates, banks and insurance companies both in India and abroad. Cygnus is retained as a knowledge partner for a number of conferences organised by industry and trade associations like CII, FICCI, Assocham and Pharmexcil.

Cygnus's customers in India include Aditya Birla Group, A.P. Govt, Amity Group, Apollo Hospitals, BNP Paribas, CII, Caritor, Dr. Reddy's Labs, EXL Services, FICCI, GMR Group, Govt. of West Bengal, GlaxoSmithKline, Hinduja Hospital, Honeywell, HSBC, Icfai Business Schools, ICICI Bank, Infosys, IIMs (Ahmedabad and Kozhikode), IITs (Mumbai and Chennai), ISB, ITC, JETRO, LG Life Sciences, Manipal Hospital, Mastek, MetLife, Nicholas Piramal, Nipuna Services, NITIE, Pfizer, PHARMEXCIL, Punjab National Bank, Quintiles, Ranbaxy, Reliance Industries, Scotiabank, State Bank of India, TCS, UCO Bank, UK Trade & Investment, WIPRO, Wockhardt, and XLRI.

Cygnus periodically publishes a number of research reports like Global and Indian industry reports, Global Industry Monitors (covering 35 industries), China Industry Monitors, Indian Economy and Industry Monitors and Quarterly Performance Analysis of Indian Industries and Companies. Cygnus also offers comprehensive Industry Portals in Agri business, Banking and Financial services, IT and Pharmaceuticals. Cygnus developed an easy-to-use web-based corporate data base of Indian companies, which is useful for researchers, consultants and students.

Cygnus carries out a number of projects in the areas of market surveys, feasibility studies, competitive intelligence, credit research and equity research. It also prepares market entry and growth strategies for the clients. Cygnus also takes up techno-economic viability studies for major banks in India for green field as well as expansion projects.

Cygnus currently has its offices in Ahmedabad, Bangalore, Chennai, Hyderabad, Kolkata, Mumbai, Pune and New Delhi. New offices are likely to be opened in other cities in due course of time. For more details please visit our website: www.cygnusindia.com.

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Ahmedabad	: 901-902, 9th Floor, Sears Tower, Nr. Panchvati, Gulbai Tekra, Ahmedabad-6, Ph: 079-30027030, Fax-26440685
Bangalore	: Lakshmi Complex, No.11, 1st Main Road, KEB Layout, Bannerghatta Main Road, Bangalore-76, Ph: 080-41311229
Chennai	: No.1, Nathamuni Street, OMS Court, 3rd Floor, T.Nagar, Chennai-17, Ph: 044-42122168, 42122819
Kolkata	: 204, Varadaan Market, 2nd Floor, Block 204, 25-A, Camac Street, Kolkata-16, Ph: 033-22890642/43
New Delhi	: 503, 5th Floor, Ansal Bhavan, K.G. Marg, Connaught Place, New Delhi-1, Ph: 011-41520651/52
Pune	: GG Towers, Stilt Floor, Magarpatta Corner, above IDBI Bank, Hadapsar, Pune-28.
Mumbai	: 91-B, Mittal Tower, Nariman Point, Mumbai-21. Ph: 022-22870612/14

Special Placement Scheme

Offered by Alchemist® HR Services Private Limited
www.alchemistindia.org

Special Placement Scheme

Alchemist® HR Services Private Limited (hereinafter referred to as Alchemist®), provides placements to the successful students of the MBA Program through a Special Placement Scheme.

Alchemist® offers a wide range of HR solutions to the manufacturing and services sectors, drawing upon the vast knowledge and experience of its professional team of well-qualified practitioners and experts.

Alchemist® currently operates from eight locations: Ahmedabad, Bangalore, Chennai, Hyderabad, Kolkata, Mumbai, New Delhi and Pune.

Alchemist® has unique strengths in ensuring timely and reliable delivery of HR solutions to its clients, best suited to their specific needs:

- Comprehensive knowledge of current marketplace.
- Vast data bank on experienced and qualified professionals and executives.
- A team of competent consultants, fully conversant with major sectors of industry.
- A tradition of business ethics, integrity and transparency.

Alchemist® provides value-added services in the following areas:

- HR Consulting
- Training and Development
- Placements
- Outsourcing Solutions

With its active involvement into the corporate world of HR activities, Alchemist® provides an effective link for exploring opportunities of employment for the successful students of the MBA Program.

Outline of the Scheme

- Registration under Special Placement Scheme (SPS) of Alchemist® is optional; and open only at the time of enrollment.
- The specified period will be four years from the date of registration.
- All students opting under the SPS of Alchemist® are required to pay an amount of Rs.4,500 to Alchemist®. This amount is indicated in the payment schedule.
- Alchemist® undertakes to provide placements to the successful students of MBA Program within 3 months from the receipt of the completed application forms from the

registered students who receive the Program Completion Certificate.

- The placement under SPS will be provided by Alchemist® any where in India and/or abroad with private sector, public sector, government and quasi-government organizations, non-government organizations and others including Icfai.
- The placement under SPS will carry a minimum remuneration of Rs.21,000 per month on Cost-To-Company (CTC) basis for a period of 12 months.
- All obligations of Alchemist® under SPS will cease if the registered student does not complete the MBA Program during the specified period of four years, and/or declines the offer of employment, and/or does not report for duty as per the appointment letter, and/or leaves the job within 12 months and/or the employment is terminated by the employer on disciplinary grounds and/or other reasons.
- Alchemist® has no obligation to render any services to the registered students beyond the specified period. To clarify further, no obligation shall survive on Alchemist® beyond the specified period of four years.

More details will be provided to enrolled students through Student Regulations.

ALCHEMIST HR SERVICES

AHMEDABAD : 901, 9th Flr, Sears Tower, Gulbai Tekra, Near Panchavati, Off C.G.Rd, Ahmedabad-6, Ph: 079 -26404728/29/30/31, Telefax: 079-26440685, ahmd@alchemistindia.org

BANGALORE : No.20, Paul's Castle, 3rd Flr, North Wing, Castle Street, Ashok Nagar, Bangalore-76, Ph: 080-51200-886/073, bglr@alchemistindia.org

CHENNAI : I-D, 1st Floor, Eldorado Building, 112, Nungambakkam High Road, Chennai-34, Ph: 044-55295998, 28312122, chennai@alchemistindia.org

HYDERABAD : 202, 2nd Flr, Olbee Centre, Rajbhavan Rd, Somajiguda, Hyderabad-82, Ph:040-23435365/66, hyd@alchemistindia.org

KOLKATA : 2nd Flr, Block 204, Vardhan Market, 25 A, Camac Street, Kolkata-16, Ph: 033-2283-4358, 6323, kol@alchemistindia.org

MUMBAI : 1414, 14th Floor, Dalamal Towers, 211, Nariman Point, Mumbai-21, Ph: 022-22021754 / 59, mumbai@alchemistindia.org

NEW DELHI : 212, 2nd Flr, Ansal Bhavan, 16, Kasturba Gandhi Marg, Connaught Place, New Delhi-1, Ph: 011-51519496 / 97, delhi@alchemistindia.org

PUNE : D-535, 5th Floor, Clover Centre, Moledina Rd, Camp, Pune-1, Ph: 020-2612-9790 / 3511, pune@alchemistindia.org

Web Services 24x7

The following web services are available to all the students:

Pre-enrollment Services

- Online Order Form for Admission material
- Online Counselling (Live Chat facility)
- Online Enrollment through Secure Internet Payment Gateway and Net Banking and downloading the first set of lessons
- Updates on events like seminars, conferences, counselling meets, FDPs, etc.
- Press Room: Press Releases, Press Clippings
- E-Newsletter ➤ Online Feedback facility

Post-enrollment Services

- Candidates Regulations (Flexible Learning Regulations/ Program Regulations)
- Registration Facility (activation of student account) to avail a range of services under secure environment with Enrollment Number and Password. The services include: Online examination registration with downloadable admit card facility; Online examination results with marks details; Online admit cards; model question papers; Suggested answers.

- Online payment for annual charges, *de novo* registration, Overseas courier charges, Overseas examination fee etc., through secure internet payment gateway.
- Online prescribed forms for: Change of address/e-mail; Non-receipt of courseware; Non-receipt of magazine/journal; Academic queries/clarifications; General queries; Register mobile nos.; Student feedback form; *De novo* registration.
- Help line facility
- Electronic student newsletter;
- Important information on training classes, examination schedule, test centers, revision of curriculum, convocation etc.
- Access to online edition of Icfai University Press magazines and journals
- Online academic support and discussion fora: Interact with faculty, industry experts and fellow students.
- The following services will be offered in due course:
 - ◆ Virtual library : Links to articles, publications, informative sites, news items and reviews.
 - ◆ Online mock tests under simulated conditions.
 - ◆ Online teaching kits – Access lesson plans, lecture notes, reference links, presentations etc.

EDWINTAGE

The Edwintage Scheme is a unique student and alumni benefit plan conceived and developed to help the students and alumni of the ICFAI University. All students become life members of the Edwintage Scheme.

The benefits include:

Membership in Icfai University Press Book Club: Icfai University Press has published over 1,500 titles on various contemporary topics in management. The students will receive special discounts ranging from 30% to 60% on several titles and special offers.

Payment of Basic Fee: In the unfortunate event of death of a specified parent/guardian/spouse who is funding the education of the student, the balance of basic fee payable by the student will be paid through Edwintage Scheme. Hence, such unfortunate students need not discontinue their studies.

Refund of Basic Fee: In the unfortunate event of death of a student during the two year period from the date of enrollment, the basic fee paid by the student will be refunded to the specified parent/guardian/spouse under Edwintage Scheme. Further details will be provided to the students after the completion of the admission process.

The students will be eligible, in due course of time, to receive various benefits and discount offers from magazines, bookshops, restaurants, hotels, travel agencies and others. Students will be intimated from time to time regarding the discount offers through e-mail.



The Alpha Foundation



The Alpha Foundation is a registered charitable trust, established for supporting free education and allied activities for the benefit of underprivileged children. The Foundation is extending financial support to various schools which provide quality education, free of cost,

to the children living in low-income neighborhoods. These schools have over 4,000 children from low-income families. These children are getting free textbooks, notebooks, uniforms and mid-day meal in addition to free tuition.

The other activities of Foundation include organizing free health camps, medical clinics, legal aid programs, emergency relief programs and cultural programs for the poor and underprivileged sections of the society.

As this is a socially relevant project, we invite like-minded people to join this effort, through liberal contributions. All donations, Rs.500 and above, to the Alpha Foundation are eligible for tax benefit under Section 80G of the Income Tax Act. Visit us at www.alphacharities.org

Fee and EMI Scheme

Payment Schedule

A : Basic Fee: Rs. 56,000

B : Training Classes Fee: Rs.12,000

- Full Payment
- By Demand Draft
- Through Equated Monthly Installments Scheme

C : Internship Fee: Rs.8,000

D : Special Placement Scheme Fee: Rs.4,500

- Through Credit Card (Visa/MasterCard only)

Table (i) : Full Payment (By way of DD/Credit Card)

	I	II	III	IV	V	VI	VII	VIII
Options	(A)	(A+B)	(A+C)	(A+D)	(A+B+C)	(A+B+D)	(A+C+D)	(A+B+C+D)
Amount (Rs.)	56,000	68,000	64,000	60,500	76,000	72,500	68,500	80,500

Table (ii) : Through Equated Monthly Installments Scheme

	I	II	III	IV	V	VI	VII	VIII
Options	(A)	(A+B)	(A+C)	(A+D)	(A+B+C)	(A+B+D)	(A+C+D)	(A+B+C+D)
Amount (Rs.)	56,000	68,000	64,000	60,500	76,000	72,500	68,500	80,500
Initial Payment [#] (Rs.) (by DD/Credit Card)	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
18 Equated Monthly Installments (EMIs) (Rs.) [@]	3,250	4,030	3,770	3,543	4,550	4,323	4,063	4,843

[#] The Initial Payment should be made by either Demand Draft or Credit Card. Students paying by Demand Draft should enclose the DD for the required amount in favor of "Icfai University Common Fund", payable at Hyderabad.

[@] The Equated Monthly Installments (EMI) scheme is administered by Hifco Marwel Ltd., 104, Nirmal Towers, Dwarakapuri Colony, Punjagutta, Hyderabad - 500 082. Ph: 040-55105762, Fax: 040-55255761, E-mail: studentemi@hifcomarwel.com. Students availing the EMI Scheme are required to enclose the MICR and multi-city postdated cheques for the required amount in favor of "HML A/c Icfai University Common Fund".

Remittance Information

- Students can pay the full payment/initial payment of the academic support and placement assistance fee by way of Demand Draft or Credit Card (VISA or MasterCard only). The Demand Draft should be A/c payee crossed drawn in favor of "Icfai University Common Fund" payable at Hyderabad. Students can make the payment through Credit Card at the respective branches. They should get their Credit Cards swiped for the required amount, sign and attach the merchant copy of the slip along with the Fee Remittance Form and keep the customer copy with themselves (as acknowledgement). They should not share any credit card information with the employees of the University. Students are also advised not to make any payments through cash.
- The basic fee includes the courseware cost of Rs.45,000 (including E-learning Package cost for first three groups); Annual charges of Rs.2,000 for the first two years after enrollment; Rs.3,000 towards contribution to membership fee in Edwintage Scheme; Rs.5,000 towards contribution to the Corpus Fund of the Icfai Foundation; and Rs.1,000 towards contribution to the Corpus Fund of Alpha Foundation projects for supporting free education of underprivileged children.
- Equated Monthly Installments (EMI) Scheme is administered by Hifco Marwel Limited (HML) to all the students of the MBA Program for payment of academic support and placement assistance fee. Under this scheme, the initial payment should be made by the way of Demand Draft or Credit Card and the balance amount should be paid through Postdated Cheques. For details please refer the Table (ii) given above and the FLP-EMI Regulations 2007 given on page 10.
 - Students availing the EMI Scheme are required to fill the Fee Remittance Form and enclose the MICR and multi-city postdated cheques for the required amount in favor of "HML A/c Icfai University Common Fund". There is a facility available for students to prepay PDCs and foreclose the EMI scheme. Discounts are available subject to conditions.
- All students enrolled in the MBA Program are required to pay annual charges every year, after 2 years from the date of enrollment. Currently, the annual charges are Rs.1,000.
- The payment for training classes organized by *Minerva Mentors* for Groups A, B & C is Rs.12,000 @ Rs.2,000 per subject, for 6 subjects if paid for the same at the time of enrollment. These classes are conducted four times a year and they are need-based. If the students wish to join the training classes subsequently after their enrollment into the program, they are required to pay Rs.15,000 @ Rs.2,500 per subject. For details, please refer page 4.

6. Internship Program: Cygnus Business Consulting & Research offers Internship Program in two modules for the benefit of students of MBA Program. The details are given on page 5. This is a need-based program. The fee is Rs.8,000 for Internship Program-I at the time of enrollment. If the students wish to join Internship Program-I after their enrollment, they are required to pay Rs.10,000. This fee is only for Module I of the Internship Program.
7. Special Placement Scheme:
Alchemist® HR Services Private Limited provides placement to the successful students of the flexible learning programs namely MBA, MS (Finance) and MCA Programs. The fee payable is Rs. 4,500 at the time of enrollment. For more details please refer page 6.
8. A contribution of Rs.5,000 towards the Corpus Fund of the Icfai Foundation is included in the basic fee. The Corpus Fund is meant for establishment of universities in various states and development of infrastructure. The Foundation will issue a separate certificate to claim IT deduction under Section 80G of the Income Tax Act.
9. A contribution of Rs.1,000 towards the Corpus Fund of the Alpha Foundation is included in the basic fee. The Alpha Foundation will issue a separate certificate to claim IT deduction under Section 80G of the Income Tax Act.
10. The payment for E-learning package for the Groups A, B & C of the MBA Program is included in the basic fee. However, for the other Groups, the students have to pay an additional amount, which is currently Rs. 5,000 for Groups D, E, F, G and H.
11. The MBA students are entitled to receive *Effective Executive* and *The Analyst* magazines for a period of 24 months, from the date of enrollment. In addition, all students at Group H will also receive *Case Folio* journal for a period of 9 months.
12. Training Classes will be held solely at the discretion of *Minerva Mentors*, subject to a minimum number of students registering for the same. In case it is decided not to hold such classes, the fee paid by the students towards such classes will be refunded. The students will have no claim for refund of any other fee.
13. All students registering in the MBA Program are required to pay the stipulated payment as per schedule. Wherever students have arrears of payment, they may not be permitted to write the examinations or their examination result may not be released and their mark sheets, pass certificates may not be issued; further such students will be considered as inactive on the rolls and their names are liable to be removed from the records.
14. The fee schedule given above is subject to change from time to time. Students will be informed of the payment revisions through e-mails, electronic newsletters, students regulations, etc.
15. Overseas Students:
 - a) Students who wish to receive the courseware at their overseas address are required to remit US\$75 per group towards overseas courier charges.
 - b) Students who wish to receive the *Effective Executive*, *The Analyst* magazines, *Case Folio* journal and other mailers at their overseas address are required to remit overseas mailing charges of US\$200 per annum towards the same.

Branch offices

Branch offices are established at 265 locations all over India to render assistance to the students. They are equipped to:

- Provide counselling to the students on various programs.
- Supply of enrollment material.
- Acceptance of completed application form, fee and confirm spot admissions for those who satisfy the requisite criteria.
- Swiping facilities for credit cards.
- Supply of courseware.
- Answering student queries.
- Attending student problems/grievances.
- Facilities for downloading of admit cards.
- Sale of all the publications of Icfai University Press including journals, magazines and books.

The Flexible Learning Programs (EMI Scheme) Regulations, 2007

In pursuance of the powers vested in the Board of Directors by the Articles of Association of the Hifco Marwel Limited, the Board of Directors approved the FLP (Equated Monthly Installment Scheme) Regulations, 2007.

F. 0701. Applicability

These Regulations shall become applicable with effect from April 01, 2007.

F. 0702. Definitions

For the purpose of these Regulations, the following terms shall have the meanings assigned to them unless the context is repugnant to such a meaning.

- (1) "Agreement" shall mean the application for Equated Monthly Installments under the Regulations made by the obligant to the company. The Agreement constitutes and expresses the entire Agreement and understanding between the company and the obligant in reference to all matters herein referred to, all previous discussions, promises, representations, and understandings relative thereto, if any, had between the parties hereto, being herein merged.
- (2) "Obligant" shall mean the candidate of the University including the applicant for any of the programs of the University, being an Indian citizen and also domiciled in India, who has availed the EMI facility of the company and shall also include the signatories of PDCs. The obligant shall also include the parent or the guardian of the obligant signing the application form, the co-obligant as defined in Regulation F. 0702 (4) and the guarantor as defined under the Regulation F.0702 (8).
- (3) "Company" shall mean Hifco Marwel Limited, a company registered under the Companies Act, 1956 and shall include all successor organizations.
- (4) "Co-obligant" shall mean the person other than the obligant signing the postdated cheques (PDCs).
- (5) "Program" shall mean any program offered by the University.
- (6) "Candidate" shall mean the person who is seeking admission into the Program.
- (7) "EMI" shall mean the equated monthly installment, as stipulated under the Regulation F. 0705 (1).
- (8) "Guarantor" shall mean the person who has given personal guarantee on behalf of the obligant for payment of EMI by the obligant.
- (9) "The Institute" shall mean the Institute established as a non-profit society under the Andhra Pradesh (Telangana Area) Public Societies Act, 1350F (Act 1 of 1350F) and includes all successor organizations and organizations sponsored and established by the Institute.
- (10) "PDC" shall mean the postdated cheques issued by the obligant in favor of the company on any scheduled commercial bank located in specified cities. The postdated cheques should be multi-city and MICR cheques.
- (11) "Program Regulations" shall mean the FLP (EMI) Regulations, 2007 and includes all amendments thereto.
- (12) "Scheme" shall mean the EMI scheme as per the Regulations.
- (13) "Specified cities" shall mean the cities specified under the Regulation F. 0705 (3).
- (14) "University" shall mean the Institute of Chartered Financial Analysts of India University, Tripura established through an Act of State Legislature (Tripura Act 8 of 2004).

F. 0703. The obligants interested in the scheme shall apply to the company and such application shall be treated as the Agreement. The Agreement constitutes and expresses the entire Agreement and understanding between the company and the obligant in reference to all matters herein referred to, all previous discussions, promises, representations, and understandings relative thereto, if any, had between the parties hereto, being herein merged.

F. 0704. The company may consider the application and approve the obligant under the scheme, subject to necessary conditions.

F. 0705.

- (1) (a) The obligant shall pay a sum of Rs.65 for every Rs.1,000 of the fee towards EMI for a period of 18 months, if he/she enrolls into the MBA, MS (Finance) and Executive MBA Programs.
- (b) The obligant shall pay a sum of Rs.75 for every Rs.1,000 of the fee towards EMI for a period of 15 months, if he/she enrolls into the Executive MBA Program.
- (c) The obligant shall pay a sum of Rs. 90 for every Rs.1,000 of the fee towards EMI for a period of 12 months, if he/she enrolls into the MCA, MS (Banking), MS (Insurance) and MS (Accounting) Programs.
- (d) The obligant shall pay a sum of Rs. 120 for every Rs. 1,000 of the fee towards EMI for a period of 9 months, if he/she enrolls into the BBA and BCA Programs and Master Degree Programs.
- (e) The obligant shall pay a sum of Rs.175 for every Rs.1,000 of the fee towards EMI for a period of 6 months, if he/she enrolls into the, Postgraduate Diploma Programs and specified Undergraduate Degree Programs.
- (2) (a) The obligant shall issue the necessary number of PDCs towards EMI and other charges including service tax, wherever applicable. The PDCs are payable on the first day of every month depending on the date of Agreement, as given below:
- (b) If an obligant enrolls into the program between 1st and 15th of a month, the EMIs are payable by such an obligant from 1st of the immediate next month onwards. For example, if an obligant enrolls between May 01 and 15, the EMIs will be payable by such obligant from June 1st onwards.
- (c) If an obligant enrolls into the program between 16th and 30th/ 31st of a month, the EMIs are payable by such an obligant from 1st of the next to next month onwards. For example, if an obligant enrolls between May 16 and 31, the EMIs will be payable by such obligant from July 1st onwards.
- (3) The PDCs should be drawn on scheduled commercial banks located in the cities specified below and also all the places where branches of the Institute are currently located:

Agartala, Agra, Ahmedabad, Ahmednagar, Aizawl, Ajmer, Alappuzha, Aligarh, Allahabad, Almora, Alwar, Ambala, Amrawati, Amritsar, Anantpur, Angul, Aurangabad, Balasore, Bangalore, Bareilly, Belgam, Bellary, Berhampur, Bhagalpur, Bhatinda, Bhilai, Bhillwara, Bhimavaram, Bhopal, Bhubaneswar, Bidar, Bijapur, Bikaner, Bilaspur, Calicut, Chandigarh, Chandrapur, Chennai, Chittoor, Chittorgarh, Coimbatore, Cuttack, Davangere, Dehradun, Dhanbad, Dharamshala, Dibrugarh, Durgapur, Eluru, Eranakulam, Erode, Faizabad, Faridabad, Gandhidham, Gandhi Nagar, Gangtok, Ghaziabad, Goa, Gorakhpur, Gulbarga, Guntur, Gurgaon, Guwahati, Gwalior, Haldwani, Haridwar, Hassan, Hubli, Hissar, Hyderabad, Indore, Jabalpur, Jaipur, Jalandhar, Jalgaon, Jammu, Jamnagar, Jamshedpur, Jhansi, Jodhpur, Kadapa, Kakinada, Kannur, Kanpur, Karimnagar, Karnal, Karur, Kasargode, Khammam, Kharagpur, Kochi, Kolhapur, Kolkata, Kollam, Kota, Kottayam, Kumool, Latur, Lucknow, Ludhiana, Madurai, Mahabubnagar, Mangalore, Mathura, Meerut, Mohali, Moradabad, Mumbai, Muzaffarpur, Mysore, Nagpur, Nanded, Nasik, Nellore, New Delhi, Nizamabad, Noida, Ongole, Palakkad, Panchkula, Pathanamthitta, Pathankot, Patiala, Patna, Pondicherry, Pune, Rae Bareilly, Raichur, Raipur, Rajahmundry, Rajapalayam, Rajkot, Ranchi, Ratnagiri, Rohtak, Roorkee, Rourkela, Rudrapur, Sagar, Salem, Sambalpur, Sangli, Satara, Satna, Shillong, Shimoga, Shimla, Silchar, Siliguri, Solapur, Srirangar, Sri Ganga Nagar, Srikakulam, Surat, Tanuku, Tanjavur, Thrissur, Tiruchirappalli, Tirunelveli, Tirupathi, Tiruvandrum, Tumkur, Tuticorin, Udaipur, Udipi, Ujjain, Vadodara, Vallab Vidyanagar, Varanasi, Vellore, Vijayawada, Visakhapatnam, Vizianagaram, Warangal, Yamuna Nagar.

- (4) To clarify further, if any obligant or co-obligant issues PDCs drawn on any bank like a co-operative bank or a regional rural bank, etc., or issues on scheduled commercial banks located in cities other than the specified cities indicated in F. 0705 (3) above, such PDCs will not be accepted.

F. 0706.

- (1) The company may ask the obligant to arrange for two persons of standing to give personal guarantee for payment of the EMIs by the obligant.
- (2) The obligant shall arrange for the guarantors, complete and submit the required documents within thirty days of the Agreement.
- (3) The obligant shall complete all the prescribed documentation work, submission of a form for verification of obligant's signature by a banker, a form for verification of co-obligant's signature by a banker and two forms for verification of two guarantors' signatures by a banker within thirty days of the Agreement.
- (4) The obligant, the co-obligant and the guarantors shall undertake to inform the company of any changes in details provided in the Application Form, including but not limited to, change of address, telephone/ fax numbers, e-mail ID, as long as the EMIs are outstanding in the books of the company.

F. 0707.

- (1) The obligant and the co-obligant shall make necessary arrangements to honor the PDCs on due dates.
- (2) The obligant and the co-obligant shall not obstruct in any manner the honoring of the PDCs on due dates.
- (3) In case of pre-payment of EMIs, the company does not levy any penalty. On full payment of the outstanding EMIs including other charges, if any, the EMI account will be closed. Discounts are available for such pre-payment, subject to conditions.

F. 0708.

- (1) In the event of dishonor of one or more PDCs, the company reserves the right to foreclose the account, to insist the entire EMI outstanding and to prosecute the obligant and the co-obligant under Section 138 of the Negotiable Instruments Act, 1881 and also to take legal and other actions as may be necessary for the recovery of the entire balance of EMI outstanding with further interest of 18% per annum and also to initiate legal proceedings against the co-obligant for the recovery of the balance of EMIs including interest and further charges, if any. The company and/or its authorized agents may publish the list of defaulters including obligants, co-obligants and guarantors and share such database with other organizations.
- (2) In addition, the dishonor of PDCs attracts a penalty of Rs.250 per PDC.
- (3) In case of payments by the obligant relating to defaults, the company accepts payments only by way of demand drafts. No cash payments are accepted.
- (4) None of the employees of the company is authorized to accept cash payments from the obligant.
- (5) None of the employees of the company is authorized to make a settlement or compromise with any obligant.

F. 0709. The obligant cannot assign the Agreement or any part thereof. The company may, without necessity of the obligant's consent, assign its rights and obligations under the Agreement to a Third party.

F. 0710. The obligant shall indemnify, defend and hold the company harmless from and against any loss, damage, liability and expense (including reasonable attorney's fees and costs) arising out of any third party claim, action or proceeding based directly or indirectly on the acts of omission or commission by the obligant or his/her agents, the breach or alleged breach or failure to comply with any applicable laws or regulations, concerning the professional work or arising out of the EMI scheme.

F. 0711.

- (1) The responsibility of the company towards the obligant is limited only to the extent of the EMI facility. To clarify further, there will be no future obligation of the company towards the obligant.
- (2) Neither the directors nor the employees of the company are personally liable in any manner under the scheme to the obligant, the co-obligant and the guarantors.

F. 0712. The company shall not be liable for delay or failure in performance of any of its obligations under the Agreement when such delay or failure arises from events or circumstances beyond the reasonable control of the company (including, without limitation, acts of God, fire, flood, war, explosion, sabotage, terrorism, embargo, civil commotion, acts or omissions of any government entity, changes in Regulations of Central/ State Governments, supplier delays, communications or power failure, equipment or software malfunction, or employees/student disputes, strikes, court decisions, bankruptcy, liquidation).

F. 0713.

- (1) The company, the Institute and the University are separate and independent legal entities. The Institute and the University are not parties to this agreement, and hence cannot be held responsible directly or indirectly for any acts of commission or omission by the company or by the obligant. Similarly, the company cannot be held responsible directly or indirectly for any acts of commission or omission by the Institute and/or the University.
- (2) The obligant and the co-obligant shall continue to honor the PDCs whether the obligant continues to be a student of the University or not, for any reason whatsoever. To clarify further, the legal liability of the obligant and the co-obligant to pay the EMIs is independent of the status of the obligant as a candidate of the University.
- (3) As per the bilateral agreement between the Institute and the company, the Institute shall suspend all services to the obligant if the obligant does not complete all the documentation, as specified in Regulation F.0706, and/or if any of the PDCs issued by the obligant is dishonored, whatever may be the reason; and the Institute will resume the normal service to the obligant only after a no objection certificate is issued by the company.
- (4) Any inadequacy or failure and alleged inadequacy or failure in service by the Institute or by the University shall not be the basis for the obligant or the co-obligant or the guarantor for dishonor of any PDCs covered under this agreement.

F. 0714. Approval of EMI facility to any obligant shall not entitle any other person to any rights as a third party beneficiary.

F. 0715. In case of any difficulty in interpretation of any clauses under these regulations the Board of Directors of the company reserves the right to issue necessary clarifications which shall be binding on the obligant, the co-obligant and the guarantors.

F. 0716. The company reserves the right to revise, modify, alter, and change the Regulations from time to time and such changes shall be binding on the obligant, the co-obligant and the guarantors.

F. 0717. The Agreement shall be deemed to have been made in Hyderabad in the State of Andhra Pradesh, India and shall be construed and enforced in accordance with and the validity and performance hereof shall be governed by the laws of the State of Andhra Pradesh, India without reference to principles of conflict of laws thereof. Judicial proceedings against the company regarding any matter arising under the terms of the Agreement shall be brought only in the relevant Courts of Hyderabad, Andhra Pradesh, and not elsewhere. The company, however, reserves the right to sue the obligant and the co-obligant in the courts of twin cities of Hyderabad and Secunderabad, Andhra Pradesh.



Fee Remittance Form

To be submitted along with the Application Form for Enrollment into the MBA Program.

SSD, # 52, Nagarjuna Hills, Punjagutta, Hyderabad - 500 082. Tel: 040-23435368-74. Fax: 040-23352521, E-mail: ssd@icfaiuniversity.org.

1. PERSONAL DETAILS											
Name: Mr/Ms _____ (Use capitals) (As it appears in Official Records, Underline Surname)											
2. APPLICATION NUMBER of the MBA Program (Please refer the Application Form for Enrollment into the MBA Program of the ICFai University, Tripura)											
8 7 M B A _____											
3. Please tick (✓)											
<table border="0"><tr><td><input checked="" type="checkbox"/> Basic Fee (Rs. 56,000)</td><td>Rs. 56,000</td></tr><tr><td><input type="checkbox"/> Training Classes (Rs. 12,000)</td><td>Rs. _____</td></tr><tr><td><input type="checkbox"/> Internship (Rs. 8,000)</td><td>Rs. _____</td></tr><tr><td><input type="checkbox"/> Special Placement Scheme (Rs. 4,500)</td><td>Rs. _____</td></tr><tr><td>Total Amount</td><td>Rs. _____</td></tr></table>		<input checked="" type="checkbox"/> Basic Fee (Rs. 56,000)	Rs. 56,000	<input type="checkbox"/> Training Classes (Rs. 12,000)	Rs. _____	<input type="checkbox"/> Internship (Rs. 8,000)	Rs. _____	<input type="checkbox"/> Special Placement Scheme (Rs. 4,500)	Rs. _____	Total Amount	Rs. _____
<input checked="" type="checkbox"/> Basic Fee (Rs. 56,000)	Rs. 56,000										
<input type="checkbox"/> Training Classes (Rs. 12,000)	Rs. _____										
<input type="checkbox"/> Internship (Rs. 8,000)	Rs. _____										
<input type="checkbox"/> Special Placement Scheme (Rs. 4,500)	Rs. _____										
Total Amount	Rs. _____										
4. FULL PAYMENT : Total Amount Rs. _____ [Please () tick] <input type="checkbox"/> By Demand Draft <input type="checkbox"/> By Credit Card * [Please do not make any payments through cash].											
i. Remittance through Demand Draft (DD should be drawn in favor of 'Icfai University Common Fund', payable at Hyderabad)											
DD Details :	<table border="1"><tr><td>Name of Bank :</td><td>DD No.:</td><td>Date :</td><td>Amount Rs. _____</td></tr></table>	Name of Bank :	DD No.:	Date :	Amount Rs. _____						
Name of Bank :	DD No.:	Date :	Amount Rs. _____								
5. EMI SCHEME (A) INITIAL PAYMENT : Rs. 6,000/- [Please () tick] <input type="checkbox"/> By Demand Draft <input type="checkbox"/> By Credit Card *											
i. Remittance through Demand Draft (DD should be drawn in favor of 'Icfai University Common Fund', payable at Hyderabad)											
DD Details :	<table border="1"><tr><td>Name of Bank :</td><td>DD No.:</td><td>Date :</td><td>Amount Rs. 6,000/-</td></tr></table>	Name of Bank :	DD No.:	Date :	Amount Rs. 6,000/-						
Name of Bank :	DD No.:	Date :	Amount Rs. 6,000/-								

*Students can make the payment through Credit Card at the respective branches. They should get their Credit Cards swiped for the required amount, sign and attach the merchant copy of the slip along with the Fee Remittance Form and keep the customer copy with themselves (as acknowledgement). They should not share any credit card information with the employees of the University.

(B) EQUATED MONTHLY INSTALLMENTS (EMIs):

(i) Please tick (✓) the appropriate EMI amount (Rs.) ☐ 3,250 ☐ 4,030 ☐ 3,770 ☐ 3,543 ☐ 4,550 ☐ 4,323 ☐ 4,063 ☐ 4,843

(ii) **Eighteen postdated cheques of Rs. _____ each** (A/c payee postdated cheques drawn in favor of "HML A/c Icfai University Common Fund" should be enclosed) *On the back of each postdated cheque, the name of the student and the full address of the bank, branch with phone number should be mentioned in capital letters. Only postdated cheques drawn on banks located in specified cities will be accepted. Only MICR and multi-city cheques will be accepted.*

To the Board of Directors, Hifco Marwel Ltd. 104, Nirmal Towers, Dwarakapuri Colony, Punjagutta, Hyderabad - 500 082. I hereby confirm that I have signed the postdated cheques towards the payment of EMIs in relation to this Fee Remittance Form. I undertake not to countermand these cheques and also to honor all these cheques on due dates.

Sl.No.	Cheque Number	Cheque Date DD / MM / YYYY	Sl.No.	Cheque Number	Cheque Date DD / MM / YYYY
1.		01 /	10.		01 /
2.		01 /	11.		01 /
3.		01 /	12.		01 /
4.		01 /	13.		01 /
5.		01 /	14.		01 /
6.		01 /	15.		01 /
7.		01 /	16.		01 /
8.		01 /	17.		01 /
9.		01 /	18.		01 /

Total amount for which postdated cheques are enclosed : Rs. _____ Signature of the Applicant: _____

- (iii) The postdated cheques enclosed are signed by [Please tick (✓)] ☐ Me ☐ Other person (If in case of other person, please fill item no. 5B(iv) given below):

(iv) **STATEMENT** [By the person (other than the Applicant), who has signed the postdated cheques in connection with this Application Form as a **Co-obligant**]

To the Board of Directors, Hifco Marwel Ltd. 104, Nirmal Towers, Dwarakapuri Colony, Punjagutta, Hyderabad - 500 082. I hereby confirm that I have signed the postdated cheques towards the payment of EMIs in relation to this Fee Remittance Form. I undertake not to countermand these cheques and also to honor all these cheques on due dates. I am over 21. I understand and I am aware of my liability as a co-obligant for EMIs of the applicant. My details are as under.

Name: Mr/Ms _____
(Use capitals) (As it appears in Official Records, Underline Surname)

S/o/ D/o _____

Occupation _____

Mailing Address: _____
(Use capitals) (House Number) (Street)

(City) (State) (Pin) (E-mail)

Tel. (Off.) _____ (Res.) _____ Fax _____
(City Code) - (Area Code) - Number (City Code) - (Area Code) - Number (City Code) - (Area Code) - Number

Cell _____ Date of Birth: _____
Date Month Year 1 9

Place : _____ Date : _____ Signature of the person signing the cheques as a co-obligant _____

6. DECLARATION

I/We have carefully read and understood the rules and regulations. I/We also understand that the rules and regulations may be modified/changed/revised from time to time and I/We agree to abide by the same. I/We understand that the jurisdiction for all disputes (if any) relating to the academic support and placement assistance is twin cities of Hyderabad and Secunderabad, Andhra Pradesh, India. I/We agree not to countermand and to honour all the postdated cheques enclosed by me/us towards the EMI Scheme administered by Hifco Marwel Limited. I/We agree that I/We will settle the amount with Hifco Marwel Limited whether or not the applicant continues in the Program. I/We hereby declare that the information provided by me/us in the Application is true and correct to the best of my/our knowledge. My/Our signatures below certifies that I/We have read, understood and agree to the rules and regulations.

Place:

Date :

Signature of the Applicant

Signature of the Co-obligant

Students are advised to retain a photocopy of the completed Fee Remittance Form for their records.
The relevant enclosures and forms should be enclosed along with the required payments.