

Important Dates for the Programme

**B. A. (Hons.) Liberal Arts
(Batch 2018 - 2021)**

Sr. No.	Details	Dates
1.	Register online (www.nmims.edu/www.npat.in)	Monday, 19 th February, 2018
2.	Last date for editable field (change of exam date, change of test city)	Saturday, 21 st April, 2018
3.	Last date of Online Registration	Saturday, 28 th April, 2018
4.	Call letters available on website (www.nmims.edu/www.npat.in) for NPAT 2018 (after 5.00 p.m.)	Monday, 7 th May, 2018
5.	Conduct of online computer based test (Reporting time 8.45 am, Test timing 10.00 a.m. to 12.00 noon)	Saturday 12 th & Sunday, 13 th May, 2018
6.	Call Letter for Personal Interview (on website after 5.00 p.m.)	Tuesday, 29 th May, 2018
7.	Conduct of Personal Interview	Tuesday, 12 th June - Friday, 15 th June, 2018
8.	Merit list of candidates selected for admission on website www.nmims.edu/www.npat.in after 5:00 p.m. (I Merit List)	Thursday, 21 st June, 2018
9.	Payment of admission fees (I Merit List) (Time 11:00 a.m. to 4:00 p.m.)	Friday, 22 nd June - Friday, 29 th June, 2018
10.	Declaration of II Merit list of candidates selected for admission on website www.nmims.edu/www.npat.in after 5:00 p.m. (if necessary)	Tuesday, 3 rd July, 2018
11.	Payment of admission fees (II Merit List) (Time 11:00 a.m. to 4:00 p.m.)	Wednesday, 4 th July - Saturday, 7 th July, 2018
12.	Commencement of program	Monday, 16 th July, 2018
13.	Closure of Admission / Last date of admission	Wednesday, 1 st August, 2018

***For Payment of Fees Sundays and Holidays Excluded**

Note: The candidates must check his/her eligibility before applying for the course.

Refund Rules

If a student chooses to withdraw from the program of study in which he / she is enrolled, the institution concerned shall follow the following four-tier system for the refund of fees remitted by the student.

Sr. No.	Percentage of Refund of Aggregate fees*	Point of time when notice of withdrawal of admission is served to the Institute
1	100%	15 days before the formally-notified last date of admission (on or before 16th July, 2018)
2	80%	Not more than 15 days after the formally-notified last date of admission (17th July to 16th August, 2018)
3	50%	More than 15 days but less than 30 days after formally-notified last date of admission (17th August to 31st August, 2018)
4	00%	More than 30 days after formally-notified last date of admission (1st September, 2018 onwards)

***(Inclusive of course fees and non-tuition fees but exclusive of caution money and security deposit)**

In case of (1) in the table above, the deduction will be 10% of the aggregate fees as processing charges from the refundable amount. Aggregate fees is inclusive of course fees and non-tuition fees but exclusive of caution money and security deposit.

Note: The above refund rules are subject to revision as per UGC notification (as applicable).

Note: Candidates to refer Important Dates of the respective programme.

Admission Information Handout

B. A. (Hons.) Liberal Arts (Batch 2018 - 2021)

1. Introduction

This booklet gives information about the Admission Procedure and Admission Test for B. A. (Hons.) Liberal Arts – Mumbai campus.

2. Program & Intake

Program	Mumbai
B. A. (Hons.) Liberal Arts	60

Admission for above mentioned programme is through NPAT 2018.

3. Important Dates

Start date for Online Registration	: Monday, 19 th February, 2018
Last date for editable field (change of exam date, change of test city) in the online registration form	: Saturday, 21 st April, 2018
Last date for Online Registration	: Saturday, 28 th April, 2018
Online Exam Date	: 12 th & 13 th May, 2018 (one session per day)

4. Eligibility Criteria (Fulfillment of all / applicable conditions mandatory)

- 4.1 The candidate must have passed 10+2 or equivalent examination including International Baccalaureate Diploma (IB certificate / & D.P. awarded candidates are not eligible) in any stream from a recognized board in only one & the first attempt.

AND

The candidate should have obtained a minimum of 60% aggregate marks.

- 4.2 Candidates of CBSE, ICSE, should mention in the online registration / e-admission form (if selected) (10+2) or equivalent aggregate marks of all the subjects for which the candidate has taken & appeared for (not best of four, five, six or seven). The candidate shall have passed all the subjects taken & appeared for in the applicable examination/s. The aggregate percentage of all subjects for which the candidate has taken & appeared will be taken into consideration for confirming eligibility of the candidate for the program at the time of admission.
- 4.3 In case the mark sheet issued by the applicable Board / Institution is in percentile/s, the actual aggregate percentage of all the subjects appeared by the candidate will be taken into consideration.
- 4.4 Candidates above 25 years of age are not eligible to apply.
- 4.5 **For IB & Cambridge Candidate:** Candidates called for admission on the basis of merit list & who do not have final mark sheet will be given "Provisional Admission" based on predicted scores. Fees will be accepted from such candidate but their admission will be confirmed on submission of final mark sheet before the commencement of the program if found eligible.

Marksheet/Transcripts issued by Board/University shall only be considered (School/Institute will not be accepted)

- 4.6 Submission of AIU equivalence certificate to confirm the eligibility for the program is mandatory for those candidates who have completed their (10+2) or equivalent examination from Overseas Universities.
- 4.7 Candidates passing 10+2 or equivalent examination from Open or Distance learning (ODL) School recognized only by National Institute of Open schooling (NIOS) can apply for the program subject to fulfillment of the eligibility criteria for the program and candidates who have passed 10+2 or equivalent examination by doing a part-time course or through distance learning / correspondence / externally / open school other than NIOS are not eligible to apply for the program.
- 4.8 Those candidates who have passed or are appearing for 10+2 examination from a Board / University where Grade Point Average is given, such candidates must produce in writing from the Board / University concerned, the equivalent percentage for the GPA/CGPA obtained.
- 4.9 Candidate whose final mark sheet is not available at the time of admission is required to submit internet copy of result duly attested by Principal of the school / college, failing which candidate will not be admitted for the program.
- 4.10 Only single mark sheet with all compulsory subjects taken and passed in only one and the first attempt is mandatory, no compartmentalized mark sheet shall be considered.
- 4.11 Candidate will not be eligible if any subject is marked as ungraded/fail in the marksheet / gradesheet. For absent/ungraded in any of the additional/non mandatory subject will be consider as eligible provided such candidate is declared as pass by respective board.
- 4.12 Candidate appearing for their final 10+2 or equivalent examination can also apply provided they obtain the required minimum cut off marks and also produce the entire necessary documents, in original, within the given stipulated time.

5. Admission Process

5.1) Online Registration & Payment of Registration Fee

- Visit www.nmims.edu or www.npat.in for online registration. Candidates are requested to keep 10th roll no/seat no ready for initial registration. It is mandatory to give 10th roll no/seat no for registration.
- For online registration candidate's Aadhaar Card number is also required.
- Registration Fee is non-refundable.
- Online Registration Fees : For NPAT 2018 (Please refer online registration for payment details)
- Rs. 1800/- plus applicable taxes
- Candidate must register once. Option is given to appear for **test on both days (12th & 13th May, 2018) by paying fees for both days**. Option of date once chosen cannot be altered later/after successful completion of registration and payment.
- Candidates who have attended test on both the days, highest scores will be considered for merit list.
- **If there are multiple registrations, then registration for NPAT will not be considered & registration fee will be forfeited.**

5.2 Instruction for uploading photo:

1. Photos should be in .jpeg format, and dimensions should be 200 pixels tall and 150 pixels wide. Size should not exceed 500 kb.
2. Photo should have either white or lightly colored background.
3. Eyes should be open and clearly visible.
4. Photo should have candidates face distinctly visible, straight and at the center. Shoulder tops should be also clear in the photo. Photographs should not be more than 6 months old.
5. Photos where candidate is seen to be wearing cap or goggles will be rejected.

5.3) Test City List

The NPAT 2018 will be conducted at following centers (Cities).

Sr. No.	State	City
1	Andhra Pradesh	Hyderabad
2	Assam	Guwahati
3	Delhi	Delhi, New Delhi, Gurgaon, Noida, Ghaziabad, Faridabad, Greater Noida
4	Gujarat	Ahmedabad, Surat, Vadodara, Rajkot
5	Jharkhand	Jamshedpur, Ranchi
6	Karnataka	Bangalore
7	Madhya Pradesh	Indore, Bhopal, Jabalpur
8	Maharashtra	Mumbai, Navi Mumbai, Thane, Shirpur, Pune, Nagpur, Nashik, Aurangabad
9	Rajasthan	Jaipur, Udaipur, Kota
10	Uttar Pradesh	Lucknow, Kanpur, Meerut
11	West Bengal	Kolkata
12	Tamil Nadu	Chennai
13	Chattisgarh	Raipur
14	Punjab	Chandigarh, Mohali
15	Orissa	Bhubaneswar
16	Bihar	Patna
17	Uttarakhand	Dehradun
18	Goa	Panaji

- Candidate will be given option to **choose two test cities at the time of online registration** which is applicable for both days if candidate has opted for test for both days.
- Online form will be editable for restricted fields only i.e. date of examination and change of test city. Changes will be applicable for both days if candidate has opted for test for both days. Last date for changes in above field will be 21st April, 2018. **Changes will not be accepted from 22nd April'2018 in online registration form.**
- In case adequate numbers of candidates have not registered in any of the particular centers, such candidates will be informed to take the exam at the next available nearest center/place which will be mentioned in the admit card. The NMIMS decision in this regard will be final.

5.4 Admit Card

- All eligible candidates who are registered successfully will be called for online test. On the basis of information indicated in the Application Form, the admit card for the Admission Test & the venue will be made available to the candidate as per important dates through the NMIMS online registration form.
- Candidates are required to download the admit card with same log in ID and password used for online registration form from website www.nmims.edu or www.npat.in
- No candidate, without admit card or without the photograph on the admit card will be permitted to appear for the test.
- Candidate must carry any one requisite original ID proof along with photocopy of the same while appearing for NPAT 2018.

List of ID proof:

1. Voters ID
2. Passport
3. School/College ID
4. Aadhaar Card
5. Driving License (Learner license will not be accepted)
6. 12th Admit Card
7. PAN Card

5.5 Structure of the Test – NPAT 2018

The NPAT 2018 would be an objective type multiple-choice test. (There will be no descriptive type of questions).

Test will be conducted for 100 minutes; each section will have 40 questions.

The NPAT Exam will comprise of 3 major sections as follows:

	Part	Test Details	No. of Questions	Time in Minutes	Weightage / Marks for final Score
Paper 1	1	Quantitative & Numerical ability	40	40	10
	2	Reasoning & General Intelligence	40	35	50
	3	Proficiency in English Language	40	25	40
		Total	120	100	100

Type of questions and difficulty level of Tests will be on SAT Pattern.

6 Guidelines for physically challenged candidates

Physically Challenged will include the following (as per Person with Disability ACT of India)

1. Visually Challenged	2. Leprosy-cured
3. Hearing impairment	4. Loco motor disability
5. Cerebral palsy	6. Learning Disability / Dyslexia

Candidates who wish to request for assistance must fill in the details in the online application while registering. The candidate must upload their Disability Certificate at the time of online registration. Any request, application and/or certificate received after the closure of Registration will not be accepted and the candidate will have to appear for the test without any assistance in spite of their special status.

Each application will be reviewed on a case-to-case basis and appropriate assistance will be made available at the test center. Candidates should carry their Disability Certificate at the time of examination.

7 Selection Process

- All eligible candidates who wish to apply for admission to the B. A. (Hons.) Liberal Arts Programme will be required to appear for an Online Test NPAT 2018 which will be conducted at various locations in India.
- Merit list will be prepared on the basis of the marks obtained in NPAT 2018 and personal interview.
- The Merit list will be put up on the NMIMS website as per important dates. The decision of the institute will be final in this regard and no inquiries or correspondence in this regard will be entertained.
- Admission offer is given as per merit and vacancy. Waitlisted candidates have to check their merit list status regularly. Selected candidates should report for the payment of fees within the stipulated time as per important dates.
- If the candidate is selected for more than one school of NMIMS (Deemed to-be-University) in the merit list and has secured admission in the preferred school; and further wishes to secure admission in the second school as per selected preference, then the candidate will be required to cancel his/her admission from the first school in order to secure admission to school of next preference. Candidate can be admitted for single school only.
- Candidate is required for admission process in person. Do not plan your return travel on the same day of admission schedule date.

8 Program Fees for batch 2017: (for information only)

- Program fees for first year B. A. (Hons.) Liberal Arts – Mumbai campus was Rs. 4,00,000/-
- The fees for first year B. A. (Hons.) Liberal Arts - (Batch 2018) will be declared at the time of admission.

9 Refund Rules

Candidate should submit a written request for withdrawal/cancellation of admission to the NMIMS (Admission Department) along with original fee receipt.

If a student chooses to withdraw from the program of study in which he / she is enrolled, the institution concerned shall follow the following four-tier system for the refund of fees remitted by the student.

Sr. No.	Percentage of Refund of Aggregate fees*	Point of time when notice of withdrawal of admission is served to the Institute
1	100%	15 days before the formally-notified last date of admission (on or before 16th July, 2018)
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***(Inclusive of course fees and non-tuition fees but exclusive of caution money and security deposit)**

In case of (1) in the table above, the deduction will be 10% of the aggregate fees as processing charges from the refundable amount. Aggregate fees is inclusive of course fees and non-tuition fees but exclusive of caution money and security deposit.

Note: The above refund rules are subject to revision as per UGC notification (as applicable)

Note: Candidates to refer Important Dates of the respective programme.

10 Important instruction

- For cancellation of admission: cancellation request letter & original fee receipt to be scanned and sent by courier/post to Mumbai address as below :

To:

NMIMS Admission Department
SVKM's Narsee Monjee Institute of Management Studies
V. L. Mehta Road, JVPD Scheme,
Vile Parle (West), Mumbai – 400 056.

The cancellation form is made available on the website www.nmims.edu

- Canvassing in any form for admission will disqualify the candidature.
- All matters of dispute will be subject to the legal jurisdiction of Mumbai only.
- Please see the important dates and preserve it as a guide. All announcements from the institute will be through its website: www.nmims.edu or www.npat.in and no individual communication will be sent to the candidates. Kindly check website regularly for any updates.
- If at any stage, it is found that a candidate does not satisfy the eligibility criteria or the information furnished by him/her in the application form is incorrect, his/her admission to the course, even if selected, will stand cancelled and fees will be forfeited.
- Candidate's documents will be verified at the time of admission (if selected) & if found not eligible, admission will be cancelled and fees will be forfeited.
- It is the sole responsibility of the candidates to ascertain whether they possess the necessary and requisite qualification for the admission to the courses at NMIMS (Deemed to-be-University).