



PTVA'S INSTITUTE OF MANAGEMENT

Chitrakar Ketkar Marg, Vile Parle (E), Mumbai 400 057

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APPLICATION FORM FOR ADMISSION TO PART-TIME MASTER DEGREE PROGRAMME IN MANAGEMENT (2015 – 2018) (MMM/MFM/MHRDM)

(For Office Use Only)

Application No.: _____ Receipt No.: _____ Date: _____

To,
The Director
PTVA's Institute of Management
Chitrakar Ketkar Marg,
Vile Parle (East),
Mumbai – 400 057.

Passport Size
Photograph

Note:

1. Please read the instructions carefully before filling the form.
2. Put a tick mark in the blocks where applicable.
3. Cost of application form is Rs. 500/- which is to be paid at the time of application.
4. The last date of submission of the application is _____

1) Please put a tick against the course applied for (only one):

1	MASTER IN MARKETING MANAGEMENT	(MMM)	
2	MASTER IN FINANCIAL MANAGEMENT	(MFM)	
3	MASTER IN HUMAN RESOURCES DEVELOPMENT MANAGEMENT	(MHRDM)	

2) Name of the Applicant (As it appears in Degree or equivalent examination Mark-sheet in Capital Letters):

SURNAME

FIRST NAME

FATHER'S/HUSBAND'S NAME

MOTHER'S NAME

3) **Name of the Applicant** (As it appears in Degree or equivalent examination Mark-sheet in Devanagari Script):

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SURNAME

FIRST NAME

FATHER'S/HUSBAND'S NAME

MOTHER'S NAME

4) **Residential Address:**

5) **Mailing Address:**

6) **Tel (Res):** _____

7) **Mobile No.:** _____

8) **Email:** _____

9) **Nationality:** _____

10) **Marital Status:**

11) **Religion:** _____

Single	Married	Divorced

12) **Please indicate category & put a tick mark:**

General	SC	ST	DT	NT	OBC

* A candidate belonging to a category other than General Category must submit the caste certificate, validity certificate and other documents as required by the Government regulations.

13) **Gender:**

Male	
Female	

14) **Date of Birth:**

Day	Month	Year

15) **Age:**

Year	Month

16) Educational Background:

	Educational Qualification	Month & Year of Passing	Marks Obtained	% of Marks Obtained	Class/ Grade	Name of Institute	Name of Board/University
1	S.S.C.						
2	H.S.C.						
3	Polytechnic						
4	Defence Service Diploma						
5	Name of Bachelor's Degree ()						
6	Name of Master's Degree ()						
7	M. Phil						
8	Ph. D.						

17) Professional Qualification (ACA/AICWA/ACS/Others):

Sr. No.	Course	Year of Passing	% of Marks Obtained	Class/ Grade	Name of Board/University
1					
2					

18) Academic Awards & Extra Curricular Activities (Mention the academic awards, significant extra-curricular activities and distinction such as medals, certificates, prizes and scholarships & achievements in sports and cultural events. Entries should be supported by documents):

19) Work Experience: Minimum 2 years Executive Experience after Graduation is required for seeking admission to University approved course. (Mention all your work experience after graduation. Enclose relevant work-experience certificate/s):

Name of the Organization	Designation	Length of Service		Nature of Work
		From	To	

20) Name & address of your employer to whom reference may be made regarding your work experience:

Name of the Employer	Designation	Address	Email ID	Contact No.

21) Is your current employer aware that you are seeking admission to this course? (If Yes, please attach No Objection Certificate signed by your employer): Yes/No

Declaration by the Candidate

The information given by me in this application is true to the best of my knowledge and belief. I understand that if any of the statements made by me in the application form or any information provided by me in connection with my admission is later on, at any time, found to be false or incorrect, my admission will be cancelled, fees will be forfeited and I may be expelled from the Institute by the Director.

I have not been debarred from appearing at any examination held by any government-constituted or statutory examination authority.

I fully understand that the offer of the course will be made to me depending on my merit and availability of seat at the time of scrutiny of my application and is subject to the approval by Competent Authority.

I hereby agree to abide by the rules & regulations of PTVA's Institute of Management/ University of Mumbai. I understand that the Director of the Institute has the right to expel me from the Institute for any infringement of the rules of conduct and discipline prescribed by the Institute, University and Government and infringement of the undertaking given above. I am aware that I will not be allowed to appear for the examination if I fail to submit satisfactorily all the assignments and project reports as specified by the Institute within the stipulated time limit in order to fulfill academic requirement as specified by University from time to time.

I undertake and abide myself to pay such fees and charges which the Government of Maharashtra and, or University of Mumbai and, or any other regulatory authority may levy from time to time by due date and in the event of failure on my part, the Director of the Institute may take such action against me as he/she may deem fit. I also undertake to pay the difference in the fees if the fee structure is revised by the government/ authorities from time to time.

Place: _____

Signature of the Candidate: _____

Date: _____

Admitted students should submit the following documents in original + 4 copies duly attested:

- ⇒ Std. X, XI, XII, First Year, Second Year, Final Year Degree Examinations marksheets
- ⇒ Passing Certificate / Convocation Degree Certificate
- ⇒ Transference Certificate from the last attended college by the student to be submitted within 15 days (For Mumbai University students).
- ⇒ Migration Certificate to be submitted within 15 days (For students from other universities).
- ⇒ Address Proof: Ration Card / Voters ID /Telephone bill / Electricity Bill.
- ⇒ Latest Colour Photograph – 3 Nos.
- ⇒ Certificate of 2 years Executive Experience after Graduation.

REMARKS: ADMISSION GRANTED/ DECLINED

Documents Checked and Verified by:

Admin Staff: _____ Registrar: _____

(Name of the Staff, Signature with Date) _____

Director: _____