	NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR
	MAHATMA GANDHI AVENUE
	DURGAPUR 713 209, WEST BENGAL, INDIA
	Website: www.nitdgp.ac.in

ADMISSION TO 2-YEAR MBA PROGRAM (2024-2026)
INSTRUCTION SHEET

1. TIMELINE

Activity	Dates
Last date of on-line Form Submission	~~June 07, 2024 (Friday): 5.00pm~~ **June 17, 2024 (Monday): 11.59 pm**
Display of the names of shortlisted candidates	~~June 11, 2024 (Tuesday): 5.00 pm~~ **June 21,2024 (Friday): Evening**
Group Discussion, Personal Interview and WAT (To be conducted online)	~~June 17/18, 2024 (Monday /Tuesday): 10.00am – 5.00pm~~ **June 25 & 26, 2024 (Tuesday & Wednesday): 10.00 am - 7.00 pm**
Publication of list of selected/ wait list candidates in the Institute Website	~~June 25,2024 (Tuesday): 5.00pm~~ **On or before July 05,2024 (Friday): Evening**
Admission and enrolment of selected candidates & Hostel Allocation (First List)	To be communicated Later
Displaying of vacant seats in Institute's website (if any)	To be communicated Later
Date of admission & hostel allocation against the vacant seats (if any)	To be communicated Later
Commencement of class	To be communicated Later

2. APPLICATION

- Application Processing Fee: **Rs. 1000 for OPEN, EWS and OBC, Rs. 500 for SC and ST** (Transfer through NEFT to **Account Name: National Institute of Technology Durgapur, Account No. 8569101000352, Payable at Canara Bank, NIT Campus, Durgapur, IFS Code: CNRB0008569**).
- The admission committee of the department of management studies is fully empowered and responsible for selection and their decision is final in the admission process. Queries, if any, should be directed to the Head of the Department, Department of Management Studies. No correspondence/interim inquiries will be entertained from the candidates including reasons for not being called for interview. Canvassing in any manner would also entail disqualification of the candidature.
- **Application is to be submitted on-line, procedural details and documents required are appended at the end.**

3. Number of seats:

OPEN	OPEN-PwD	EWS	EWS-PWD	SC	SC-PwD	ST	ST-PwD	OBC	OBC-PwD	Total
17	1	4	1	6	0	3	0	11	1	**44**

4. ELIGIBILITY

Candidate graduated or in final year of graduation in 2024 can apply provided s/he fulfils the following conditions:

1. Qualified in CAT 2023, CMAT 2024, XAT 2024, MAT 2023 (December) / MAT 2024.
2. Marks in Graduation:
   - For OPEN/OBC/EWS: 6.0 CGPA (on a 10-point scale) or 55%
   - For SC/ST: 5.5 CGPA (on a 10-point scale) or 50%

- The above mentioned CGPA/Percentage should be awarded by a recognized University/Institute. Conversion from CGPA to percentage or vice versa given by individual Institute will not be considered. Candidates will have to mention CGPA/Percentage as awarded by their University/Institute.
- A candidate appearing for final year graduation examination can apply for admission to the MBA program 2024-26, but s/he has to submit the graduation final year result on or before the date specified by NIT Durgapur, failure of which will lead to cancellation of candidature.

5. APPLICATION CHECKLIST

The following documents should be attached along with the on-line application form. An application without the copies of the required documents will be rejected.
   (i) Signed photo copy of marks sheet / Grade card of the 10th, 10+2 and other university examinations.
   (ii) Signed photo copy of the certificate / provisional certificate of the qualifying examination
   (iii) Signed photo copy of proof of date of birth
   (iv) A recent color photograph
   (v) Proof of the application processing fee
   (vi) CAT 2023, CMAT 2024, XAT 2024, MAT 2023 (December)/ MAT 2024 score card (whichever is/are applicable)
   (vii) Category certificate (OBC-NCL/OP-EWS/SC/ST/PwD) from a competent authority. For OBC-NCL and OP-EWS candidates the certificate must be issued on or after 01/04/2024 by the competent authority.
   (viii) Job experience certificate (if applicable)

6. SELECTION PROCEDURE:
The selection will be made and category-wise merit list will be prepared using the following weightages:

Components	Weightage
Class 10 Marks	15%
Class 10+2 / Equivalent Marks	15%
Writing Ability Assessment	20%
Group Discussions	10%
Personal Interview	35%
Work Experience	5%
*Years of experience	Marks
1 year or more than 1 year to less than 2 years	1
2 years or more than 2 years to less than 3 years	2
3 years or more than 3 years to less than 4 years	3
4 years or more than 4 years to less than 5 years	4
5 years or more than 5 years	5

7. HOSTEL
The Institute is essentially a residential one and every student shall be required to reside in and be a boarder of Hall of Residence to which he/she is assigned. However, no family accommodation will be provided inside the campus. At present pandemic situation hostel will not be allotted and online mode of classes will continue.

8. FEES

The fees payable at the time of admission will be announced in the Institute website in due course of time. The detailed fee structure for the present academic year (2023-24) shall be available in the Institute website.

9. CONTACT DETAILS (MBA ADMISSION COORDINATORs)

Dr. Umamaheswararao Jada Mobile: 9434789092 **Email:** umamaheswararao.jada@dms.nitdgp.ac.in	**Dr. Ujjwal Kanti Paul** Mobile: 9136025500 **Email:** ujjwalkanti.paul@dms.nitdgp.ac.in	**Dr. Amlan Ghosh** Mobile: 9434789022 **Email:** amlan.ghosh@dms.nitdgp.ac.in	**Dr. Anupam De** Mobile: 9434789006 **Email:** anupam.de@dms.nitdgp.ac.in

Dean (Academic Courses)
National Institute of Technology Durgapur
Dated: 21/03/2024

STEPS FOR ON-LINE APPLICATION FORM SUBMISSION

- **STEP 1:** Pay the application fees online through NET Banking or offline through NEFT from Banks to the Canara Bank Account, NIT, Durgapur **(as per the information given above in bank details).**

- **STEP 2:** Collect the Transaction ID/ Unique Transaction Reference number as generated in NET banking **(online)** or from the bank where NEFT is done **(offline).**

- **STEP 3:** Register and apply online at the link provided below: ***https://nitdgp.ac.in/pg/***

Fill up all the fields as applicable, and upload the softcopies (only in jpeg/pdf format) of the followings:

1) *D*ocument pertaining to date of birth *(max. upto **1 MB**)*

2) Schedule Caste/Scheduled Tribe/OBC/PH documents (if applicable) *(max. upto **1 MB**)*

3) A recent passport size photo*. (max. upto **1 MB**)*

4) Marks sheet of 10th board examination *(max. upto **1 MB**)*

5) Marks sheet of 12th board examination *(max. upto **1 MB**)*

6) Marks sheet of Graduation examination *(max. upto **10 MB**)*

7) Marks sheet of PG examination (if any) *(max. upto **1 MB**)*

8) CAT 2023, CMAT 2024, XAT 2024, MAT 2023 (December)/ MAT 2024 score card (whichever is/are applicable) *(max. upto **1 MB**)*

9) Job experience certificate *(if applicable) (max. upto **1 MB**)*

10) Proof of Application Fees payment *(max. upto **1 MB**)*

- **STEP 4:** Save the application in PDF and send it to the following email: **admission.mba@nitdgp.ac.in**