SAINTGITS INSTITUTE OF MANAGEMENT

No.....

. (A Christian Minority Institution) Corporate Office : III Floor, Unity Building, Collectorate P.O, Kottayam -686 002 Phone : (O) 91-481-2584330 Fax : 91-481-2300365, email : saintgits@sify.com

Campus: SAINTGITS Institute of Management, Kottukulam Hills,

Pathamuttom, Kottayam, Kerala - 686 532, Phone : (O) 91-481-2435960, 9744939679 email : mail@saintgits.org,website:www.saingits.org

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APPLICATION FORM FOR MASTER OF BUSINESS ADMINISTRATION

Please affix Passport size Photograph

YEAR OF ADMISSION :

INSTRUCTIONS

- 1. Please read the prospectus carefully and fill this form legibly. All information provided should be correct.
- 2. Attach four copies (one original and Three photocopies) of 'Statement of Purpose' in 300 to 400 words written in your own hand (not printout).

Statement of Purpose is the elaboration of your purpose of doing MBA course and should preferably include your goal, strong and weak points etc. Please use A4 paper and write your name on top Right corner of each page.

3. Attach Management Aptitude Test Score card. Copies of Class X, XII and graduation, mark sheets should be brought at the time of interview.

I) PERSONAL DETAILS

	Gender: M/F Marital Status: Married Unmarried: Age: DOB:D M M Y					
	Category : General, NRI, , SC, ST, OBC Religion& Caste: Nationality:					
	Address: (In capital letters)			Phone No. with code:		
					Mob :	
District: State: Pin: E-mail :					E-mail :	
II)	II) ENTRANCE TEST DETAILS: (Please attach the score card)					

a) Name of the Exam :______ (KMAT, CAT,CMAT) b) Reg No.:_____ c) Date : _____

d) Total Marks_____ e) Awaiting result _____ f) Other details_____

III) SECONDARY SCHOOL LEVEL INFORMATION

	Name of the School	Board (SSLC, ICSE, CBSE etc)	Medium of Instruction	Overall% Obtained	% in English	% in Maths
X Class						
XII Class						
Subjects in Class XII						

IV GRADUATION DETAILS

1. Name of the College :				
2. Name of the University :				
3. Which state is the university located in :				
4. Name of the degree :				
5. Is it regular / correspondence / part time / off campus :				
6. Medium of Instruction :				
7. Details of Marks in Graduation in percentage. Use AR for Awaiting Results, NYA for Not Yet Appeared. If Semester S 1 S 2 S3 S 4 S 5 S6 S7 S8 Overall %				
If Year Year 1 Year 2 Year 3 Overall % so far				
8. History of Arrears & Standing Arrears:				

V) OTHER QUALIFIC ATIONS: (P.G, Diploma, Certificate Course etc.)

Name of the course	University / Institute	Result

VI) WORK EXPERIENCE: (Include if 6 months or more of regular work only)

S. No.	Name of the Employer & organization with address	Position Held	Period		
			From	То	

VII) MISCELLANEOUS INFORMATION

- 2) Hobbies with proficiency
- 3) Your health status
 (Declare any chronic illness. This is not a disqualification for admission)

1

2

 4) Do you need hostel accommodation : (If yes, please apply separately to the hostel)

DECLARATION

By the Candidate:

I...... hereby certify and confirm that all information and details furnished by me in this application form are true to my knowledge and belief. I agree to provide documents and proofs wherever relevant, in support of the above at the time of registration, if admitted, or whenever asked by the Institute. I am fully aware that if any of these information and details is found to be incorrect or deficient at any time, then my admission, if selected, would be liable to be summarily cancelled. I agree that fees once paid to the Institute are non-refundable under any circumstances. I agree, on being admitted, to abide by the rules and regulations of the Institute and do nothing either inside or outside the campus that will interfere with its orderly working, discipline and reputation. I agree to disciplinary action including expulsion in case of indiscipline or violation of Institute's rules & regulations. I understand that my admission is provisional subject to meeting requirements of A P J Abdul Kalam Technological University rules & regulations. I undertake to procure and submit the certificates required by the University.

Date:

Place:

Signature of the Candidate

By Parent/Guardian

If my son/daughter/ward is admitted to the Institute, I,..... hereby undertake to see to his / her good conduct and discipline within and outside the Institute and hereby stand guarantee for the details mentioned above.

Place:

Completed Application should be sent to Admissions Officer,

SAINTGITS INSTITUTE OF MANAGEMENT

CANDIDATE DATA SHEET

Chest No.

Batch No.

(Please fill the data sheet with due care. Please be neat, deliberate and legible. The data given has nothing do with your selection. It is only meant to guide you. Please be truthful and give clarification where applicable)

	Name :		
		Gender: M	F
	(Use Block letters)		
1.	How would you like to be called (it can be your pet name, short form etc.)		
2.	Father's Name		
2.			
3.	Father's Qualification		
4.	Father's profession (mention the designation and company/organization)		
5.	Where is your father working now?		
6.	How long has he been there?		
7.	Mother's Name		
8.	Mother's Qualification		
9.	Mother's profession (mention the designation and company/organization)		
10.	Brother's Name (give all if more than one)		
11.	What is he (they) currently doing?		
12.	Sister's Name(give all if more than one)		
13.	What is she (they) currently doing?		
14.	What is the total family income (father +mother) per month)		
15.	Have you any arrears / back paper in your Degree course? If so give details.		

Use Yes, No, NA where applicable

17. If by loan, have you contacted any bankers? 18. Give the name of the bank 19. Have you completed your final year exam? 20. If not, when is the last exam? 21. Have you done Mathematics at Plus 2 level ? 22. Have you done accountancy at +2 or above level? 23. Have you handled MS word? 24. Have you handled MS Excel? 25. What is the specialization that you intend to take? (If not decided mention so. Even if you mention, you can change it any time till III semester) 26. If you are admitted , are you available for counseling and guidance before the course commences? 27. If selected, are you willing to attend an English language training capsule before the course commences? 28. Do you have a hero or icon in life? 29. If yes, write 20 to 30 words about that person in the space below (no additional space please): 30. Mention the phone No in which we can contact Land line:			
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1	29.		the space below (no additional
Mobile:	30.	Mention the phone No in which we can contact you for the above	

Signature:-----

Name:-----

Date:-----