

# Ann exure-1

## Mandatory Disclosures

I. Name of the Institution :- SaiBalaji International Institute of Management Sciences  
Address : Survey No. 54, Nere Dattawadi, Near  
Hinjawadi IT Park,  
Pune 41103 3

Telephone No : 020 – 22919 534 /55

Fax No : 020 - 2291 950 1

We bs ite : [www.sbiims.edu.in](http://www.sbiims.edu.in)

### II. Name and Address of the Director :

Name : Dr. L. K Tripathy

Designat ion : Director

Address : SaiBalaji International Institute of Management Sciences

Survey no. 54, Nere Dattawadi, Near Hinjawadi IT Park,

Pune 41103 3

E- mail : [drktripathy@hotmail.com](mailto:drktripathy@hotmail.com)

### III. Governance

Governing Body and their Background

Sr. No.	Name	Bac kground	Designat ion
1	Pro f. Manish Mun dada, [B.E. MBA(University of Toledo, Ohio, USA)	Chairman, SaiBalaji Education Society 8 yrs experience (Teaching, Industrial)	Chairman
2	Mr. R. Devrajan	Director HR, Globops Financial Services	Mem b er
3	Adv. Gorakhanath G. Jhol	Advocate and Legal Consultant	Mem b er
4	Dr. B. H. Agalgat ti	Management Consultant And Sr. Faculty	Mem b er
5	Dr. D. V. Sat he	Financial Consultant and Chartered Accountant, Sr. Faculty	Mem b er
7	Mr. Manish Bhalla	Advisory council of AICTE	Mem b er

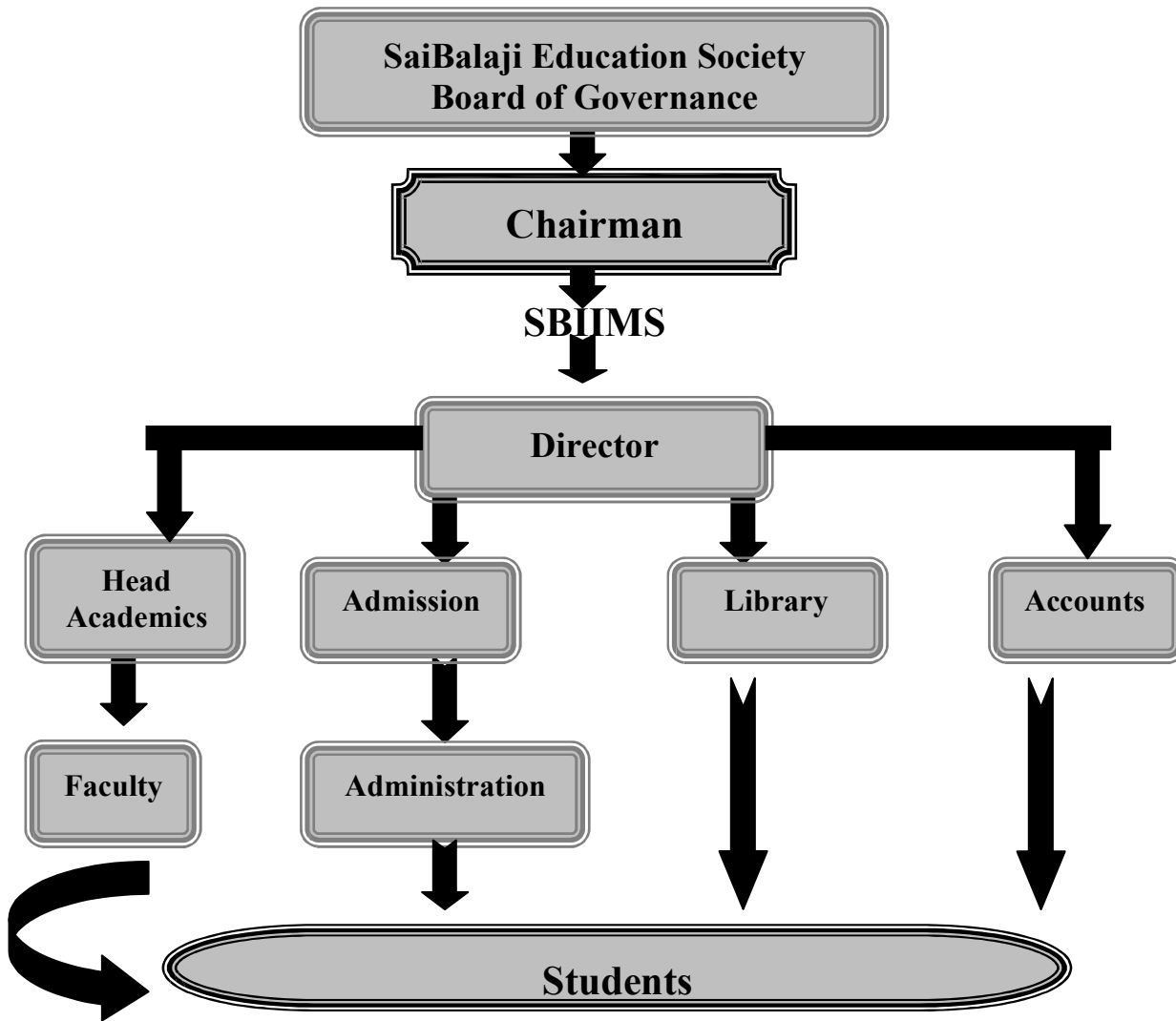
Members of Academic Advisory Body –

- Dr. B. H. Agalgatti (Sr. Faculty)
- Dr. D.V. Sathe (Sr. Faculty)
- Mr. J. P. Singh (Sr. Faculty)
- Dr. LK Tripathy (Director)
- Mr. Kishore M. Joshi (Sr. Faculty)

Frequency of the Board Meetings and Academic Advisory Body -

3- Months for Board of governance meeting and Academic Advisory Body meets every month.

## **Organizational Chart and Processes SaiBalaji International Institute of Management Sciences**



Nature and Extent of involvement of faculty and students in academic affairs /improvements -

1. Staff is actively involved in preparation of syllabus.
2. Staff members regularly visit the industries to know the latest trends in industries.
3. Students are actively involved in arranging workshops, seminars, guest lecturers, presentations etc.

Signature of Authorized Signatory with date

#### IV. PROGRAMMES

Name of the Programmes (Full Time) approved by the AICTE -

##### 1. Post Graduate Diploma in Management (PGDM)

Name of the Programmes (Part Time) approved by the AICTE – Not Applicable.

Name and duration of programme (s), if any, not approved by AICTE and being run in the same campus -  
Not Applicable.

For each Programme the following details are to be given :

- Name **Post Graduate Diploma in Management**
- Duration **2 Years.**
- Cut off mark for admission during the last 2 years **Not Applicable being a new institute**
- Fee **2,34,000 .00**
- Placement Facilities **Available**
- Campus placement in last two years with minimum salary, maximum salary and average salary. **Not Applicable being a new institute**

Name of the Programmes (Full Time) Affiliated to **University of Pune** -

##### 2. ~~Master of Business Administration~~ **(MBA)**

Name and duration of programme (s), if any, not approved by AICTE and being run in the same campus -  
Not Applicable.

For each Programme the following details are to be given :

- Name **Master of Business Administration**
- Duration **2 Years.**
- Cut off mark for admission
- Fee **1,50,000 .00**
- Placement Facilities **Available**

Name and duration of program(s) having affiliation /collaboration with Foreign University(s) /Institution(s) and being run in the same Campus along with status of AICTE approval – Not Applicable.

Details of the Foreign Institution /University : N. A.

- Name of the University /Institution : **Not Applicable**
- Address : **Not Applicable**
- Website : **Not Applicable**
- Is the Institution /University Accredited in its Home Country : **Not Applicable**
- Ranking of the Institution /University in the Home Country : **Not Applicable**
- Whether the degree offered is equivalent to an Indian degree?: **Not Applicable**

If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and jobs both within and outside the country – Not Applicable

Signature of Authorized Signatory with date

- Nature of Collaboration : Not Applicable
- Conditions of Collaboration : Not Applicable
- Complete details of payment a student has to make to get the full benefits of Collaboration: N.A.
  
- For each Collaborative/affiliated Programme given the following : N.A
  
- Program Focus : Not Applicable
- Number of seats : Not Applicable
- Admission Procedure : Not Applicable
- Fee : Not Applicable
- Placement Facility : Not Applicable
- Placement Records for last two years with minimum salary, maximum salary and average salary: Not Applicable

Whether the Collaborative Program is approved by AICTE? If not whether the Domestic /Foreign Institution has applied to AICTE for approval as required under notification no. 37-3 /Legal /2005 dated 16th May, 2005 - : Not Applicable

#### V. FACULTY

Number of faculty members

- Permanent faculty -12
- Visiting faculty - 10
- Adjunct faculty - 0
- Guest faculty - 05

Profile of each faculty with qualifications, total experience, age and duration of employment at the institute concerned - Enclosed.

Number of faculty employed and left during the last two years – 2yr

Employed - 4 Left - 0 Profile of Director /Principal with qualifications, total experience, age and duration of employment at the institute concerned

Whether student assessment of faculty is in force. Yes

VI. FEE

Details of fee, as approved by State Fee Committee, for the institute – Not Applicable being an autonomous institute

Fee structure at Sai Balaji International Institute of Management Sciences

Name of the AICTE Approved Programmes	Intake	Fees(Rs.)
PGDM	60	2,34,000
MBA	60	1,50,000

Time schedule for payment of fee for the entire programmes –

Rs.99,000 ( PGDM)	On admission/ August 1 <sup>st</sup> 2011
Rs.99,000 ( PGDM)	On or before October 1 <sup>st</sup> 2011
Rs.37,500 (MBA)	On admission/ August 1 <sup>st</sup> 2011
Rs.37,500 (MBA)	On or before October 1 <sup>st</sup> 2011

Special Note: - An upfront fees of minimum Rs.25, 000 /- need to be paid by the student to request bank loan documents. The same would be adjusted in the tuition fees. The last date of payment of fees by educational loan is 30<sup>th</sup> September 2011. The same has to be supported by letter from the respective bank.

Other Fees Payment Structure - (On / Before 15<sup>th</sup> Aug 2011 )

Rs. 36000	Hostel	Yearly
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Fee waivers granted with amount and name of students -	NA
Number of scholarships offered by the institute with the name of students, duration and amount Criteria for fee waivers /scholarships -	NA

**VII . ADMISSION**

**Numb er of seats sanctioned with the year of approval -**

Name of the AICTE Approved Programmes	Intake
PGDM (Business Administration)	60
MBA ( Master of Business Administration)	60

**Numb er of students admitted under various categories each year in the last two years –**

Not Applicable

Name of the AICTE Approved Programmes	Year Of Admission	
	2010 -20 11	2011 -2012
	No of students	No of students
PGDM (Business Administration)	60	60
MBA ( Master of Business Administration)	0	60

**Numb er of applications received during last two years –**

Not Applicable

Name of the AICTE Approved Programmes	Year Of Application	
	2010 -20 11	2011 -2012
PGDM (Business Administration)	60	60
MBA ( Master of Business Administration)	0	60

### VIII . ADMISSION PROCEDURE

Mention the admission test being followed, name and address of the Test Agency and its URL (website) - CAT / MAT / ATMA / XAT /CET

#### CAT

Admissions Officer,  
IIM's CAT, Indian Institute of Management Ahmedabad,  
Vastrapur, Ahmedabad – 3800 15, Gujarat  
Website-[www.catiim.in](http://www.catiim.in)

#### MAT

Assistant Director (CMS),  
All India Management Association (AIMA),  
Management House, 14 Institutional Area,  
Lodhi Road, New Delhi 11 0003 .  
website- [www.aima-ind.org](http://www.aima-ind.org)

#### ATMA

Association of Indian Management Schools (AIMS)  
House No. 8-3-677 /57 A, Plot No. 57, Sri Krishnadevarayanagar,  
Street No.6, Yellareddiguda, Hyderabad 500 016 .  
[www.atma-aims.org](http://www.atma-aims.org)

#### XAT

"The Chairperson,  
Xavier Admission Test (XAT), Xavier Labour Research Institute,  
Jamshedpur - 83 1 001 , Jharkhand  
Website-[www.xlri.rdu](http://www.xlri.rdu)

Number of seats allotted to different Test Qualified candidates CAT, MAT, XAT, JMET, ATMA, CET, JEE (State conducted tests /University tests)

Calendar :

Date of the Advertisement	27 <sup>th</sup> Feb-20 11
Sale of Prospectus Begins	28 <sup>th</sup> Feb-20 11
Last date for request for applications	16 <sup>th</sup> July-20 11
Last date for submission of application	18 <sup>th</sup> July-20 11
Date for Entrance Test	Not Applicable
Dates for Group Discussion (GD) /Interviews	21 <sup>st</sup> July-20 11
Dates for announcing final results	23 <sup>rd</sup> July-20 11
Release of admission list (main list and waiting list should be announced on the same day)	24 <sup>th</sup> July-20 11
Date for acceptance by the candidates (time Given should in no case be less than 15 days)	08 <sup>th</sup> August-20 11

Signature of Authorized Signatory with date

Last date for closing of admission ( for main list only )	10 <sup>th</sup> August -20 11
Release of Waiting list (The waiting list should be Activated only on the expiry of date of main admission list)	14 <sup>th</sup> August-20 11
Starting of the academic session	Friday, 8 <sup>th</sup> August 20 11

The policy of refund of the fee , in case of withdrawal, should be clearly notified - As per AICTE Rules in existence.

#### IX. CRITERIA AND WEIGHTAGES FOR ADMISSION

Describe each criteria with its respective weightages i.e. Admission Test -GD - Interview -etc.

weightage Criteria For PGDM Programme

<b>Total weightage</b>	100 Points
Written Test (CAT/MAT/ATMA/State level CET) scores would be accepted	60 Points
Group Discussion	10 Points
Personal Interview	05 Points
Work Experience	05 Points
Qualifying exams Academics	15 Points
Special Achievements	5 Points

#### CRITERIA FOR GD /PERSONAL INTERVIEW

Norms adopted for calling the candidates for Group Discussion /Personal Interview.

(It has to be strictly in order of merit) –HSC- 60 % , Graduation- 65% , ATMA -75 percentile / CAT - 60 percentile / MAT - 75 percentile / XAT - 70 percentile/CET- 80 percentile

Attributes for evaluation in GD /Interview -

Attributes for evaluation in Group Discussion

Communication Skill

Thought Process

Leadership Skills

Initiative etc.



**Attributes for evaluation in Personal Interview**

Personality Body

Language

Communication Skills

Overall performance and Energy level of candidates.

**Minimum Level of acceptance** Not Applicable

X. APPLICATION FORM : Please refer [www.sbiims.edu.in / how\\_to\\_apply.htm](http://www.sbiims.edu.in/how_to_apply.htm)

XI. LIST OF APPLICANTS: (Attachment)\*\*\*\* \*\*

XII. RESULTS

Composition of evaluation team with the brief profiles of members (This information be made available in the public domain after the admission process is over)-

## Evaluation Team

Sr. No.	Names	Internal / External	Profile
1	Dr. LK Tripathy	Internal	Director, Sai Balaji International Institute of Management Sciences
2	Dr. B.H. Agalgaoti	External	Senior Faculty and Management consultant
3	Prof. J.P. Singh	External	Senior Faculty and Management consultant
3	Mr. Anil Gupte	External	International Banker

Name of the AICTE Approved Programmes	No. of Students
Name of the University Of Pune Approved Programmes	
PGDM	60
MBA	60

Finally \_\_\_ candidate have been admitted dated 29-August-2011